
INTERNAL AUDIT SHARED SERVICE - ANNUAL AUDIT PLAN 2017/18 PROGRESS REPORT

Purpose of the Report

1. To provide Members with a progress report against the 2017/18 Annual Audit Plan in accordance with the Shared Service Internal Audit Charter.

Information and Analysis

2. The Shared Internal Audit Service Annual Audit Plan 2017/18 was approved by the Audit Committee in March 2017 (Minute A48/March/17) and the Service was formally implemented on 1 April 2017.
3. As anticipated, given the Service brought together two teams from different organisations, significant initial effort has been devoted to induction, training, team building, identifying best practice from both teams, refreshing testing schedules for the audit assignments in the plan and bringing team members up to speed on the use of Computer Aided Auditing Tools (CAATs). The Audit Plan for 2017/18 also reflects a new continuous audit approach for appropriate audits whereby evidence is to be continually reviewed and risk assessments updated throughout the year and again this has required up front time to design monitoring processes and identify sources of information.
4. Notwithstanding the initial work that has been completed, nine audit assignments have commenced, which is some 13% of those planned, and these are namely Section 17 Payments, Payroll and Absence Recording, Troubled Families Initiative, Creditors, Building Control, Officer Mileage Payments, Libraries, Absence Management and Grants.
5. In addition, at the request of clients, consultancy work has been undertaken on specific projects. These include:
 - (a) replacement car park machines;
 - (b) use of electronic signatures;
 - (c) the partnership with Hullabaloo;
 - (d) the online booking/payment system in the Dolphin Centre.
 - (e) support to the library service for the implementation of self-service kiosks.

6. The Shared Service has also responded to routine requests from Groups for advice and guidance on operational matters.
7. A more detailed progress report is to be submitted to the September meeting of this Committee that will include an update on progress against performance targets.

Recommendation

8. It is recommended that the progress report against the 2017/18 Annual Audit Plan be noted.

Reasons

9. The recommendation is supported to provide the Audit Committee with evidence to reflect on the Council's governance arrangements.

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Audit and Risk Manager

Background Papers

Internal Audit Charter

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S17 Crime and Disorder	There is no crime and disorder impact.
Health and Well Being	There is no specific health and wellbeing impact.
Carbon Impact	There is no specific carbon impact.
Diversity	There is no specific diversity impact.
Wards Affected	All wards are affected equally.
Groups Affected	All groups are affected equally.
Budget and Policy Framework	This report does not affect the budget or policy framework.
Key Decision	This is not a key decision.
Urgent Decision	This is not an urgent decision.
One Darlington: Perfectly Placed	There is no specific relevance to the strategy beyond a reflection on the Council's governance arrangements.
Efficiency	There is no specific efficiency impact.