

## SIAP INTERNAL AUDIT PROGRESS REPORT - SEPTEMBER 2023

<b>Head of Service:</b>	Andrew Bircher, Acting Director of Corporate Services
<b>Wards affected:</b>	All Wards
<b>Urgent Decision?(yes/no)</b>	No
<b>If yes, reason urgent decision required:</b>	N/A

<b>Appendices (attached):</b>	<b>Appendix 1:</b> Internal Audit Progress Report - September 2023 <b>Appendix 2:</b> Part 2 Exempt Paper
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### Summary

This report summarises progress against the Internal Audit Plan 2023-2024.

### Recommendation (s)

#### The Committee is asked to:

- (1) Note the internal audit progress report 2023-2024 from Southern Internal Audit Partnership (SIAP) attached at Appendix 1.**

## 1 Reason for Recommendation

- 1.1 This Committee has overall responsibility for the audit and governance frameworks, including the functions of an audit committee.
- 1.2 The Committee receives regular internal audit progress reports which update the Committee on progress made against the annual audit plan and the outcomes of individual audits.

## 2 Background

- 2.1 Southern Internal Audit Partnership (SIAP) was appointed as the council's internal auditors from April 2019.
- 2.2 The Internal Audit Plan and Charter was endorsed by the Committee on 6 April 2023.

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### 3 Internal Audit Plan 2023- 2024

3.1 The report attached at Appendix 1 outlines the progress made against the Internal Audit Plan 2023-2024 and analysis of live audit reports and outstanding management actions. Appendix 2 contains a management action update, which can be reviewed under Part 2 business.

### 4 Outstanding Management Actions

4.1 Page 6 of Appendix 1 contains details of the completed management actions as well as the outstanding management actions from the previous audits. In brief, we have completed 18 actions, 23 actions are in progress and 25 actions are overdue. A breakdown of the overdue actions by priority is provided in the table below.

<b>Overdue actions by priority</b>	<b>This report</b>	<b>Previous report</b>
<b>High</b>	<b>4</b>	<b>5</b>
<b>Medium</b>	<b>17</b>	<b>19</b>
<b>Low</b>	<b>4</b>	<b>3</b>
<b>Total</b>	<b>25</b>	<b>27</b>

Further verbal updates can be provided by officers during the meeting.

### 5 Risk Assessment

Legal or other duties

5.1 Equality Impact Assessment

5.1.1 None for the purposes of this report.

5.2 Crime & Disorder

5.2.1 None for the purposes of this report.

5.3 Safeguarding

5.3.1 None for the purposes of this report.

5.4 Dependencies

5.4.1 None

5.5 Other

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5.5.1 None for the purposes of this report.

### 6 Financial Implications

6.1 There are no financial implications in this report.

6.2 **Section 151 Officer's comments:** None arising from the contents of this report.

### 7 Legal Implications

7.1 There are no legal implications arising from this report.

7.2 **Legal Officer's comments:**

The council is required by statute (under the Regulations 3 & 5 of the Accounts and Audit Regulations 2015 and section 151 of the Local Government Act 1972) to have an adequate and effective internal audit function. Regulation 3 of the Accounts and Audit Regulations 2015 requires the council to ensure that it has a sound system of internal control which (a) facilitates the effective exercise of its functions and the achievement of its aims and objectives; (b) ensures that the financial and operational management of the authority is effective; and (c) includes effective arrangements for the management of risk. Regulation 5 of the Accounts and Audit Regulations 2015 requires the council to undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance.

In addition, the council must each financial year conduct a review of the effectiveness of the system of internal control and prepare an annual governance statement (Regulation 6 (1) of the Accounts and Audit Regulations 2015). SIAP are the appointed council's internal auditors. The purpose of this report is to detail the summary findings of completed audit reports and follow-up reviews since the report submitted to the last meeting of this Committee.

### 8 Policies, Plans & Partnerships

8.1 **Council's Key Priorities:** The following Key Priorities are engaged:

8.1.1 Effective Council: Engaging, responsive and resilient Council.

8.2 **Service Plans:**

8.2.1 The matter is not included within the current Service Delivery Plan.

8.3 **Climate & Environmental Impact of recommendations:**

8.3.1 No relevance for the purpose of this report.

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### 8.4 **Sustainability Policy & Community Safety Implications:**

8.4.1 No relevance for the purpose of this report.

### 8.5 **Partnerships:**

8.5.1 The council's arrangements with partners, such as shared services, are considered within the remit of Internal Audit.

## 9 **Background papers**

9.1 The documents referred to in compiling this report are as follows:

### **Previous reports:**

- *Internal Audit Progress Report 2022-2023*, Audit and Scrutiny Committee, 18 July 2023. Online available: <https://democracy.epsom-ewell.gov.uk/ieListDocuments.aspx?CId=157&MId=1478> [Last accessed: 30/08/2023]
- *Internal Audit Plan 2023-2024 and Internal Audit Charter 2023-2024*, Audit and Scrutiny Committee, 6 April 2023. Online available: <https://democracy.epsom-ewell.gov.uk/documents/s26991/SIAP%20Internal%20Audit%20Plan%202023-2024%20and%20Internal%20Audit%20Charter.pdf> [Last accessed 11/08/2023]