

Audit, Counter Fraud & Information Governance Monitoring Report

Summary

- 1 This report provides an update on progress made in delivering the internal audit workplan for 2012/13 and on current counter fraud and information governance activity.

Background

- 2 The work of internal audit is governed by the Accounts and Audit Regulations 2011 and the CIPFA Code of Practice for Internal Audit in Local Government. In accordance with the Code of Practice, the 2012/13 audit and fraud plan was approved by the Audit and Governance Committee on 2 April 2012. The plan included a programme of audit reviews, together with details of planned counter fraud and information governance activities. This report provides an update on work undertaken against the approved plan.

Internal Audit

- 3 Two of the priorities for Veritau are to deliver at least 93% of the audit plan and to ensure that the service continues to operate to recognised professional standards (as determined by the Code of Practice).
- 4 Internal audit successfully delivered 95.9% of the 2011/12 audit plan. To date, 26% of the 2012/13 audit plan has been completed (compared to 25% at this point last year). It is anticipated that the 93% target will be exceeded by the end of April 2013 (the cut off point for 2012/13 audits).

- 5 Details of the audits completed and reports issued since the last report to this committee in June 2012 are given in annex 1. There are two reports which include significant findings. These relate to health and safety and housing and council tax benefits. Comments from the service department about action being taken to address control weaknesses are included in the annex. Separate follow up work will also be undertaken in these areas by internal audit, as action dates become due.
- 6 Further to the issues raised in the annual report of the Head of Internal Audit, in June, further work is being undertaken by officers to review corporate controls around partnerships. It is expected that a report will be taken to CMT in October. Internal audit will provide further advice and support to officers on appropriate controls as part of the review.
- 7 No variations to the 2012/13 audit plan have been made, to date.

Counter Fraud

- 8 Counter fraud work has been undertaken in accordance with the approved plan. Annex 2 provides details of the investigations completed to date and provides a summary of the work undertaken.

Information Governance

- 9 Veritau Information Governance provides support and advice corporately to the Information Governance Strategy, and to service departments on information matters including data security and incident management, support for data protection subject access requests, the EDRMS project and the move to the new HQ, and on improving records management.
- 10 So far this year (to 31 August) the team has tracked 447 Freedom of Information requests, up from 364 for this period in 2011/12.
- 11 From 1 September 2012 the tracking of requests for information has transferred to the Customer Service Centre. Veritau Information Governance will continue to be the council's source of advice and assistance on information law, and related guidance and codes of practice and will also complete reviews in the event of any complaints, provide

training on this and other information-related matters, and publish the replies on the website.

Breaches of Financial Regulations

- 12 A number of breaches of the council's financial regulations have been identified during the course of recent audit work. Details of these breaches are summarised in annex 3. There are no specific issues to draw to the committee's attention.

Consultation

- 13 Not relevant for the purpose of the report.

Options

- 14 Not relevant for the purpose of the report.

Analysis

- 15 Not relevant for the purpose of the report.

Council Plan

- 16 The work of internal audit, counter fraud, and information governance helps to support overall aims and priorities by promoting probity, integrity and accountability and by helping to make the council a more effective organisation.

Implications

- 17 There are no implications to this report in relation to:

- **Finance**
- **Human Resources (HR)**
- **Equalities**
- **Legal**
- **Crime and Disorder**
- **Information Technology (IT)**
- **Property**

Risk Management Assessment

- 18 The council will fail to properly comply with the CIPFA Code of Practice for Internal Audit in Local Government if the results of audit work are not reported to those charged with governance.

Recommendation

- 19 Members are asked to:

Note the progress made in delivering the 2012/13 internal audit work programme, and current counter fraud and information governance activity.

Reason

To enable members to consider the implications of audit and fraud findings.

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Report Approved



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Specialist Implications Officers

Not applicable

Wards Affected: Not applicable

All



For further information please contact the author of the report

Background Papers

- 2012/13 Internal Audit, Counter Fraud, and Information Governance Plan

Annexes

Annex 1 – 2012/13 Audits Completed and Reports Issued
Annex 2 – Counter Fraud Activity
Annex 3 – Breaches of Financial Regulations