

13 June 2018

Audit and Scrutiny Committee

Internal Audit Progress Report

Report of: *Greg Rubins, Head of Internal Audit (BDO)*

Wards Affected: *All*

This report is: *Public*

1. Executive Summary

- 1.1 This report is intended to inform the Audit and Scrutiny Committee of progress made against the approved internal audit plan for 2017/18, which was approved by the Audit and Scrutiny Committee in March 2017.
- 1.2 The following reports have been finalised since the last Committee, and a summary of our findings is included in the progress report:
- Customer Services (Moderate / Moderate Assurance)
 - Car Parks and Payment Collection (Limited / Limited Assurance)
 - Environment (Limited / Moderate Assurance)
 - Main Financial Systems, including Outsourced Functions (Moderate / Limited Assurance)
 - Risk Management (Limited / Moderate)
- 1.3 We have also completed an Information Security Assessment (advisory review).
- 1.4 The full reports are available on request.

2. Recommendation(s)

- 2.1 That the Committee receives and notes the contents of the reports.**

3. Introduction and Background

- 3.1 The Audit and Scrutiny Committee approved the 2017/18 annual audit plan. The progress against plan will be reported to every Audit and Scrutiny Committee.

4. Issue, Options and Analysis of Options

4.1 None.

5. Reasons for Recommendation

5.1 To monitor the progress of work against the internal audit plan, and highlight recommendations arising from the work of internal audit and management's actions in response to those recommendations.

6. Consultation

6.1 None.

7. References to Corporate Plan

7.1 Good financial management, risk management and internal control underpin all priorities within the Corporate Plan.

8. Implications

Financial Implications

Name & Title: Jacqueline Van Mellaerts, Interim Chief Finance Officer
S151 Officer

Tel & Email: 01277 312829/jacqueline.vanmellaerts@brentwood.gov.uk

8.1 There are no direct financial implications arising from this report.

Legal Implications

Name & Title: Daniel Toohey, Monitoring Officer and Head of Legal
Services

Tel & Email: 01277 312860/daniel.toohey@brentwood.gov.uk

8.2 There are no direct legal implications arising from this report.

Other Implications.

8.3 Not applicable

9. Background Papers

9.1 Not applicable

10. Appendices to this report

Appendix A – Internal Audit Progress Report June 2018

Report Author Contact Details:

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