

# AUDIT COMMITTEE

## 23<sup>RD</sup> MARCH 2018

<b>INTERNAL AUDIT PLAN</b>		
<b>Purpose:</b> Internal Audit Plan 2017/18 Update		
<b>Recommendations / key decisions required:</b> To receive the report.		
<b>Reasons:</b> Regular progress report to be presented to each Audit Committee meeting		
<b>Relevant scrutiny committee to be consulted:</b> Not Applicable		
<b>Exec Board Decision Required</b>	Not Applicable	
<b>Council Decision Required</b>	Not Applicable	
<b>EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-</b> Cllr D Jenkins		
<b>Directorate:</b> Corporate Services  <b>Name of Head of Service:</b> Helen Pugh  <b>Report Author:</b> Helen Pugh	<b>Designations:</b> Head of Revenues and Financial Compliance	Tel No. 01267 246223  E Mail Address: <a href="mailto:HLPugh@carmarthenshire.gov.uk">HLPugh@carmarthenshire.gov.uk</a>

# EXECUTIVE SUMMARY

## AUDIT COMMITTEE

23<sup>RD</sup> MARCH 2018

### INTERNAL AUDIT PLAN UPDATE 2017/18

#### 1. BRIEF SUMMARY OF PURPOSE OF REPORT.

To provide Members with progress of the Internal Audit Plan. The following Reports are attached:

<b>REPORT A (i)</b>	<b>Internal Audit Plan 2017/18 – Progress Report</b>
<b>REPORT A(ii)</b>	<b>Internal Audit Plan 2017/18 – Recommendations Scoring Matrix</b>
<b>REPORT B</b>	<b>Summary of Completed Final Reports 2017/18 Relating to Key Financial Systems (<i>April 2017 to date</i>)</b>

A Summary of Final Reports for the Key Systems completed during the last Quarter is attached.

1	Payroll
2	Teachers' salaries
3	Banking

#### REPORT C – Priority 1 Recommendations Relating to Reviews of Other Systems and Establishment Audits

This Section includes Reviews completed since April 2017 where Systems have one or more Fundamental Control Weaknesses or involve Reviews which the Chair of Audit Committee and the Audit & Risk Manager have agreed should be brought to the Committee

1	NONE TO REPORT
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DETAILED REPORT ATTACHED?

YES

## IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Helen Pugh** **Head of Revenues and Financial Compliance**

Policy, Crime & Disorder and Equalities NONE	Legal  NONE	Finance  <b>YES</b>	ICT  NONE	Risk Management Issues  NONE	Staffing Implications  NONE	Physical Assets  NONE
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### Finance

Reviews carried out to ensure systems in place comply with the Authority's Financial Procedure Rules.

## CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: **Helen Pugh** **Head of Revenues and Financial Compliance**

1. **Scrutiny Committee** : Not Applicable
2. **Local Member(s)** : Not Applicable
3. **Community / Town Council** : Not Applicable
4. **Relevant Partners** : Not Applicable
5. **Staff Side Representatives and other Organisations** : Not Applicable

### Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

**THESE ARE DETAILED BELOW**

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Strategic Audit Plan 2017-20	AC 28-03-16	Internal Audit Unit