

## APPENDIX 1

### CORPORATE AFFAIRS AND AUDIT COMMITTEE – INTERNAL AUDIT SCORECARD

**Table 1 - Internal Audit Reports Issued in Final (since Annual Internal Audit report submitted on 26 July 2018)**

Audited System /Service	Directorate	Assurance Opinion	Priority			Draft Date	Final Date
			P1	P2	P3		
Youth Employment Initiative	CSM	Strong	0	0	0	28/08/18	24/09/18
Purchasing Cards	FGS/Cross	Cause for Concern	0	6	1	10/08/18	27/09/18
Members' Allowances	FGS	Strong	0	0	2	17/09/18	27/09/18
<b>Total</b>			<b>0</b>	<b>6</b>	<b>3</b>		

**Table 2 – Summary of Findings of Internal Audit Reports Issued in Final that have less than Good Assurance**

Audit Title	Overall Assurance Level	Summary
Purchasing Cards	Cause for Concern	Major improvements need to be made to the system or area to ensure that the control environment is effective. Sample testing has again identified control weaknesses in relation to the use of purchasing cards which urgently need to be addressed to strengthen the anti-fraud environment and to ensure that all purchasing cards are used in accordance with procedures. Although there were only seven recommendations included in the report, the majority were the same issues that were reported in the audit report issued in November 2017. The continued issues, for example, with VAT recovery and the fact that 30% of the sample of card holders tested (compared with 31% in the previous audit) were not performing any checks on the validity of their card expenditure has resulted in the auditor lowering this year's assurance level due to the lack of sustained improvement. There are 5 actions still to be implemented from this report although four of them are not due to have been

Audit Title	Overall Assurance Level	Summary
		implemented until 2019.

**Table 3 - Internal Audit Reports Issued in Draft (since Annual Internal Audit report submitted on 26 July 2018)**

Audited System /Service	Directorate	Assurance Opinion	Draft Report Issued
	Partnership Governance	FGS	Moderate
Treasury Management (opinion likely to change to Good following receipt of additional evidence)	FGS	Moderate	19/10/18

**Table 4 - Total Outstanding Audit Recommendations (that should have been implemented, based on agreed target date, by 31 October 2018)**

Directorate	Total outstanding actions	P1	P2	P3
Finance, Governance and Support	0	0	0	0
Social Care	0	0	0	0
Children's Services	0	0	0	0
Growth & Place	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Between 1 April and 31 October 2018, 76 actions were due to have been implemented (according to the target date agreed at the time of the audit); none of these are still outstanding, according to information provided to the auditors.

Internal Audit maintain the actions database and close actions once confirmation that an action has been completed has been received has been received from the managers or action owners. The Auditors request evidence of completion for P1 and P2 actions and rely on management assurance for P3 actions.

**Table 5 – Progress to Implement Outstanding Priority 1 Actions (even if due date has not yet passed)**

Audit Area	Audit recommendation	Target Date	Implemented	Comments
No P1s outstanding				