

# Taunton Deane Borough Council

## Corporate Governance Committee – 7<sup>th</sup> December 2015

### Internal Audit Committee Report re-design

#### Report of the Assistant Director – Alastair Woodland

(This matter is the responsibility of Executive Councillor John Williams, the Leader of the Council).

#### 1. Executive Summary

To allow members of the audit committee to provide their input into the internal audit committee report re-design process
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#### 2. Background

- 2.1 We are currently undertaking a review of our existing committee reports and would welcome your input.

Why are we doing this?

When we first introduced our new committee reports the idea was to have one approach across all our partners that would;

1. Provide efficiencies and uniformity in production
2. Allow us to compare easily findings from audit reviews
3. Easily be recognised as a SWAP report.

This has fallen into some disrepair as we integrated some requests for different things at some sites and this has now resulted in different formats and inefficiency. We would like to agree one common template that we can agree that can be run automatically through the use of our software.

We understand that you will all have slightly differing views and needs but we would like to reach a consensus so that we have one standard report.

We are hoping to introduce a new style report from 1st April 2016 and would very much welcome your input.

#### 3. Detailed Update

Officers representing TDBC have provided their initial thoughts, summarised as:

- i. The report should clearly indicate that it has 2 distinct purposes & be in 2 sections;
  - To allow Members to scrutinise progress in delivering the audit plan for the year;
  - To provide a heads-up on any significant findings.
- ii. The reporting of progress against the delivery of the audit plan should be reported in a shorter and simpler way e.g. a pie chart to show performance against target & charts for overdue audits & the reasons for being overdue.
- iii. More detail should be provided in the standard text to explain the rationale for classifying audits as partial.
- iv. The significant findings element should indicate whether the risks identified are corporate or service risks. This will enable Members to view the individual risks in context.
- v. Report be in portrait format.

#### **4. Finance Comments**

There are no specific finance issues relating to this report.

#### **5. Legal Comments**

There are no specific legal issues relating to this report.

#### **6. Links to Corporate Aims**

N/A.

#### **7. Environmental Implications**

There are no direct implications from this report.

#### **8. Community Safety Implications** (if appropriate, such as measures to combat anti-social behaviour)

There are no direct implications from this report.

#### **9. Equalities Impact**

There are no direct implications from this report.

#### **10. Risk Management**

N/A

#### **11. Partnership Implications**

There are no direct implications from this report.

## 12. Recommendations

Members are asked to share their views on the top 5 priorities of how you would want your committee report to be laid out.

### Contact:

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