Somerset West and Taunton Council

Audit, Governance and Standards Committee – 7 December 2020

Summary of Level 1 and 2 Internal Audit Actions

This matter is the responsibility of the Portfolio Holder for Corporate Resources

Report Author: Richard Doyle, Business Intelligence Specialist

1.0   Executive Summary / Purpose of the Report

1.1   The purpose of this report is to update the Committee on progress against level 1 and 2 Internal Audit Actions.

2.0   Recommendation

2.1   The Committee reviews the overdue actions contained in the report and notes progress to date.

3.0   Risk Assessment

3.1   It is important to ensure that the Council has actioned the high priority actions that come out of Internal Audit reports in order to strengthen governance arrangements

4.0   Background and Full details of the Report

4.1   The Council has engaged the South West Audit Partnership (SWAP) to carry out its Internal Audit functions; checking the adequacy of controls and procedures across the whole range of Council services.

4.2   At the start of each financial year an audit plan is agreed between SWAP and the Council which identifies the areas of highest potential organisational and operational risk within the Council.

4.3   When an audit takes place a report is provided to the service manager concerned which gives an audit conclusion and opinion.

4.4   Any control or procedural weaknesses are identified within an action plan appended to the audit report.

4.5   All findings will be allocated one of 3 priority ratings as follows:

Priority 1	Findings that are fundamental to the integrity of the service's business processes and require the immediate attention of management
Priority 2	Important findings that need to be resolved by management
Priority 3	Finding that requires attention

4.6 Each finding within the action plan contains a target implementation date which has been agreed between SWAP and the service manager concerned.

4.7 All priority 1 and 2 recommendations are captured in a register to ensure progress against the recommendations can be tracked and progress reported to the Audit, Governance and Standards Committee.

4.8 This report gives the Committee a progress update on all priority 1 and 2 audit actions, including those where the agreed remedial action is overdue.

4.9 A summary of the priority 1 and 2 actions is provided in Appendix A.

5.0 Links to Corporate Strategy

5.1 There are no direct links to corporate aims/priorities although good governance and robust controls form part of the overarching Governance Framework within which the Council operates

6.0 Finance / Resource Implications

6.1 Unmitigated risks identified by SWAP could expose the Council to unanticipated claims, expenditure or exposure to fraud

7.0 Legal Implications

7.1 There are no direct legal implications within this report although unmitigated risks could expose the Council to unanticipated claims

8.0 Climate and Sustainability Implications

8.1 None arising from this report.

9.0 Safeguarding and/or Community Safety Implications

9.1 None arising from this report.

10.0 Equality and Diversity Implications

10.1 None arising from this report.

11.0 Social Value Implications

11.1 None arising from this report.

12.0   Partnership Implications

12.1   None arising from this report.

13.0   Health and Wellbeing Implications

13.1   None arising from this report.

14.0   Asset Management Implications

14.1   None arising from this report.

15.0   Data Protection Implications

15.1   None arising from this report.

16.0   Consultation Implications

16.1   None arising from this report.

17.0   Scrutiny Comments / Recommendation

17.1   The Terms of Reference within the Constitution set out that this is a matter for the Audit, Governance and Standards Committee and not the Scrutiny Committee.

Democratic Path:

- **Scrutiny / Corporate Governance or Audit Committees – Yes**

- **Cabinet/Executive – No**

- **Full Council – No**

Reporting Frequency: Quarterly

Contact Officers

Name	**Richard Doyle**
Direct Dial	01823 218743
Email	r.doyle@somersetwestandtaunton.gov.uk