

Appendices: 4



Item No.

10

**NORTHAMPTON**  
BOROUGH COUNCIL

## AUDIT COMMITTEE REPORT

Report Title

Internal audit progress report 2010/11

AGENDA STATUS:

PUBLIC

<b>Audit Committee Meeting Date:</b>	10 January 2011
<b>Policy Document:</b>	NO
<b>Directorate:</b>	Finance and Support
<b>Accountable Cabinet Member:</b>	Councillor David Perkins

### 1. Purpose

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1.1 To provide the Audit Committee with a report summarising progress made against the approved internal audit plan.

### 2. Recommendations

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2.1 Receive the report.

### 3. Issues and Choices

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#### 3.1 Report Background

##### 3.1.1 Introduction

The report is produced to inform the Committee on internal audit activity in the current year up to the date of the Committee meeting. The report will give an update on reports issued and recommendations made as well as highlighting any issues that are considered appropriate to bring to the attention of the Committee.

### 3.1.2 2010/11 Plan Outturn

We have undertaken work in accordance with the 2010/11 Internal Audit Plan which was presented to Audit Committee at its meeting in March 2010

Since the previous Audit Committee we have issued the following reports as draft and we are awaiting management responses to our findings:

- General Ledger
- Home Renovations Follow Up
- Temporary Accommodation Follow Up
- Debtors
- Planning Applications
- IBS Creditors

We have recently issued final reports for the following reviews:

- **10\_11 NBC Expenses 07** - The review focussed on expenses policies and procedures and the processing and authorisation of expense claims. We identified 7 issues, 1 of which has been assessed as high risk. This issue related to the lack of appropriate authorisation of expense claims and lack of maintenance and accessibility of the authorised signatory listing. Overall we have provided a **limited assurance** audit opinion for this review. We have included the report as appendix 3.
- **10\_11 NBC Bank Reconciliations 09** - This review focussed on the bank reconciliation process, including timely resolution of reconciling items, appropriate management review of reconciliations and policies and procedures in place. We identified 2 low risk issues and overall we have provided a **high assurance** audit opinion for this review.

We have recently completed fieldwork for the following reviews and will be issuing draft reports shortly:

- Human Resources
- Payroll
- Housing Rents
- Agresso Creditors
- Insurance
- Risk Management

## **3.2 Issues**

3.2.1 As detailed in the report

## **3.3 Choices (Options)**

3.3.1 N/a

## **4. Implications (including financial implications)**

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### **4.1 Policy**

4.1.1 No implications other than enabling monitoring of internal audit reporting performance.

### **4.2 Resources and Risk**

4.2.1 Risks may be highlighted as a result of audit issues being reported.

### **4.3 Legal**

4.3.1 N/a

### **4.4 Equality**

4.4.1 N/a

### **4.5 Consultees (Internal and External)**

4.5.1 Director of Finance and Support and Head of Finance

### **4.6 Other Implications**

4.6.1 N/a

## **5. Background Papers**

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5.1 Appendices to the report

- Appendix 1 – Progress against Plan
- Appendix 2 – TeamCentral report summary
- Appendix 3 – Expenses Report
- Appendix 4 – Bank Reconciliations Report

Other individual internal audit reports are available if required.

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