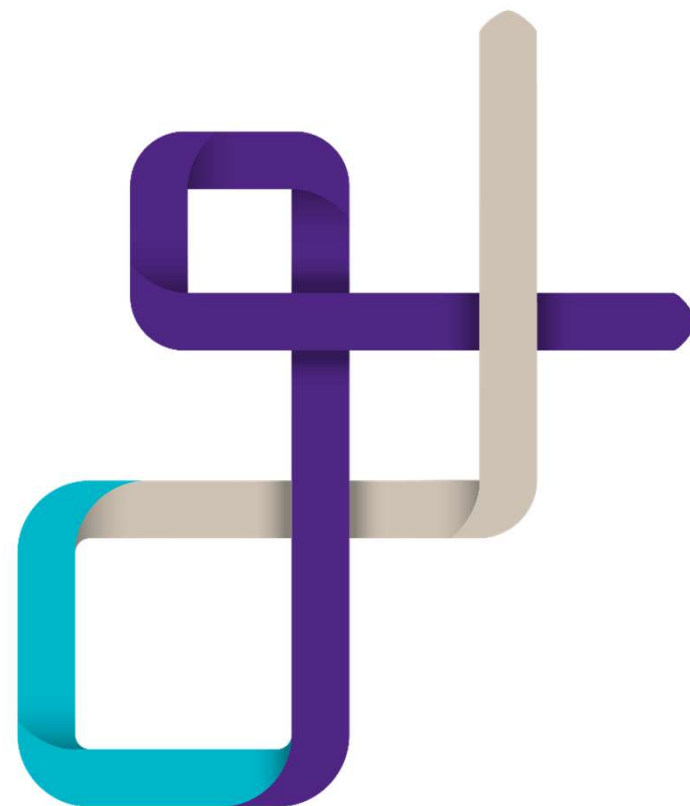


Progress Report

Year ending 31 March 2019

Hinckley and Bosworth Borough Council

11 April 2019



Introduction & headlines

Purpose

This report provides an update on progress against the 2018/19 internal audit plan.

Final reports issued

We have finalised three audit reports since the last Audit Committee meeting

Audit completed	Overall assurance rating
Leicestershire Revenues and Benefits	Significant assurance with some improvement required
Housing rents sundry debt	Significant assurance with some improvement required
Housing repairs	Significant assurance with some improvement required

Work completed

As at the date of preparing this report, we have completed 102.5 days (79%) of our annual internal audit plan. We are close to completing our work on the crematorium and housing revenue account business case and the reports will be issued in April. The lightbulb / DFG review is currently being finalised.

Work planned

We have had scoping meetings with management for the final outstanding pieces of work on estates and assets. The field work for this will be undertaken in April.

Recommendation tracking

Report	No. of recommendations due	Actioned
Legacy reports	1 low risk	Yes
Risk management	2 low risk	Yes
Debt management	1 low risk	Yes
Electoral register	1 low risk	Yes
GDPR	1 low, 3 improvement.	TBC
Financial systems Q3	1 low	Yes

Resourcing

We confirm that we have sufficient resources available to deliver the remainder of the internal audit. The remaining reports and the Head of Internal Audit Opinion will be presented to the July Audit Committee.

Progress against 2018/19 internal audit plan

Audit	Planned days	Start date	APB agreed	Fieldwork started	Fieldwork completed	Debrief held	Draft report sent	Mgt response received	Final report sent	Days used
Electoral register	10	Q2								10
Risk management	10	Q2								10
IT (GDPR)	12	Q2								12
Finance Q1 & Q2	12	Q2								12
Finance Q3	4	Q3								4
Finance Q4	4	Q4								0
Sundry debt	Included in Finance Q1&Q2	Q3								Included in above
Housing debt rent recovery		Q3								3
Estates and Assets	12	Q4								0
Housing HRA business plan	9	Q4								7
Housing repairs	9	Q4								9
Private sector housing (lightbulb/DFG)	8	Q4								8
Crematorium	8	Q3								7
Revenues and benefits partnership	10	Q3								10
Sub-total	108									92
Recommendation follow up	4	Ongoing								3
Contract management and administration	3	Ongoing								3
Annual risk assessment and planning	3	Complete								3
Attendance at audit committee meetings	2	Ongoing								1.5
Contingency	10									0
Sub-total	22									10.5
Total	130									102.5

The contents of this report relate only to the matters which have come to our attention, which we believe need to be reported to you as part of our audit process. It is not a comprehensive record of all the relevant matters, which may be subject to change, and in particular we cannot be held responsible to you for reporting all of the risks which may affect your business or any weaknesses in your internal controls. This report has been prepared solely for your benefit and should not be quoted in whole or in part without our prior written consent. We do not accept any responsibility for any loss occasioned to any third party acting, or refraining from acting on the basis of the content of this report, as this report was not prepared for, nor intended for, any other purpose.

