

cw audit services

Hinckley & Bosworth Borough Council

Internal Audit

Progress Report 2012/13

Quarter 1

August 2012



1. Introduction

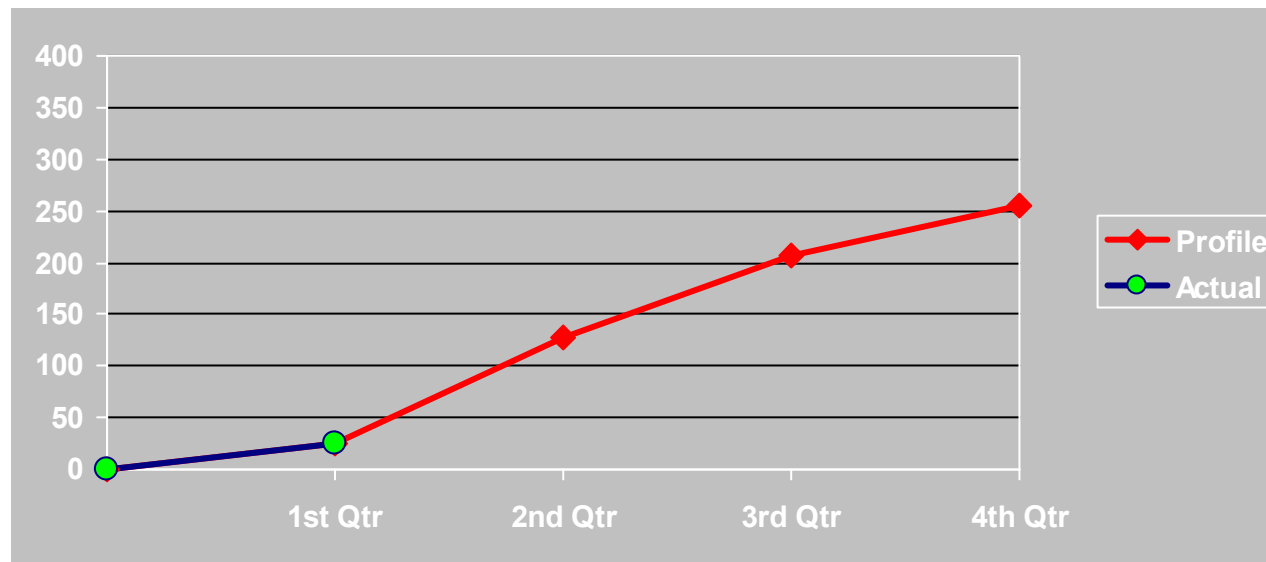
This report is the first progress report for the Borough Council from CW Audit as the Council's Internal Audit provider and summarises the work of Internal Audit to early August 2012.

The purpose of the report is to:

- Show progress against the audit plan;
- Summarise the key findings and conclusions arising from our work during the period;
- Provide details of planned work;
- Update the Committee on the progress made in implementing previously agreed recommendations; and
- Inform the Committee of any additional work commissioned outside of the plan.

2. Progress summary

The chart below shows outturn to date with regard to audit days delivered. Appendix 1 provides the current status of all audit assignments. Our contract with the Council commenced in May 2012. The level of delivery has subsequently progressed in accordance with the profiled plan, with 37 days having been delivered to date (early August).



3. Reviews completed since last Finance, Audit & Performance Committee meeting

We have not yet issued any final audit reports. However a range of reviews are underway as set out below.

4. In progress

Review	Status
Housing, Community Safety & Partnerships: Allocations – Choice Based Lettings	Fieldwork complete – draft report imminent/issued
Business, Contract & Streetscene: Contract Management (Parks & Open Spaces)	Fieldwork complete – draft report imminent/issued
Business, Contract & Streetscene: Housing – Responsive Repairs	Fieldwork complete – draft report imminent/issued
Business, Contract & Streetscene: Fuel Controls	In progress

In addition to the above, discussions are underway to scope and agree timings for other reviews, eg Council Tax, Business Rates, Benefits and Benefit Fraud Investigation, Risk Management, Standards of Conduct.

Status update – 2012/13 Audit Plan

Review	Scheduled	Status	Level of assurance
Allocations – Choice Based Lettings	July – Aug 2012	Fieldwork complete; Draft report	
Housing Repairs	July – Aug 2012	Fieldwork complete; Draft report	
Contract Management (Parks & Open Spaces)	July – Aug 2012	Fieldwork complete; Draft report	
Fuel Controls	Aug – Sept 2012	In progress	
Legal Services	Aug/Sept 2012		
Risk Management	Aug/Sept 2012	Starting in August	
Benefit Fraud Investigation	Sept 2012		
Corporate Governance – Standards of Conduct	Sept 2012		
Anti Fraud & Corruption	Sept 2012		
Budgetary Control	Oct - Dec 2012		
Main Accounting	Oct - Dec 2012		
Capital Accounting	Oct - Dec 2012		
Council Tax	Oct - Dec 2012		

Review	Scheduled	Status	Level of assurance
Business Rates	Oct - Dec 2012		
Benefits	Oct - Dec 2012		
Creditors	Oct - Dec 2012		
Debtors & Debt Recovery	Oct - Dec 2012		
Treasury Management	Oct - Dec 2012		
Income Management & Cash Receipting	Oct - Dec 2012		
Customer Services and Reception	Oct - Dec 2012		
Payroll & Expenses	Oct - Dec 2012		
Rents	Oct - Dec 2012		
Sheltered Housing	Oct - Dec 2012		
Warden Services – at management’s request this review is to be replaced with a review on the management of the Argent’s Mead site following the planned office move.	Jan – Mar 2013		
Town Centre Regeneration	Jan – Mar 2013		
Tenant Scrutiny	TBA		