

Summary progress against 2016-17 audits as at 30 January 2017

Audits 'completed' to at least draft issued stage

<u>Ref¹</u>	<u>Type²</u>	<u>Audit title</u>	<u>Assurance objective</u>	<u>Position @ 30th January 2017</u>
16/17	N/A	Complete 2015-2016 Audits	N/A	All audits complete
17-A	GO	Annual Governance Statement	Management self assessments of assurance in the 2015-16 AGS were founded and conformance to the revised CIPFA framework is planned and demonstrated	Final Issued - Concluded none of the findings required amendments to be made to the 15-16 AGS
17-B	GO	Business Strategy	There is robust governance over any significant developments and commercial projects arising from the Business Strategy	Advice issued in respect of due diligence considerations for any mergers or acquisitions
17-F	RM	Vehicle Operating Licences	There is compliance with VOL requirements to mitigate the risk of revocation of licences	Draft issued
17-G	RM	Absence Management	There is integrity in absence data reported and management is abiding by policies and processes	Draft issued
17-P	IC	Rebates income	Annual audit to evaluate whether rebates received conform to estimates of supplier business generated	Final Issued. Substantial Assurance

Audits in progress

<u>Ref</u>	<u>Type</u>	<u>Audit title</u>	<u>Assurance objective</u>	<u>Position @ 30th January 2017</u>
17-C	RM	Risk Management	Review parts of the corporate risk management process	Terms of Engagement being drafted
17-D	RM	Business continuity	Business continuity arrangements have been planned, communicated and are tested	Terms of Engagement being drafted
17-E	RM	Procurement & Compliance risk management	Frameworks are sufficiently robust to prove effectiveness and avoid liability. To include a specific framework contract and adherence to The Public Contracts Regulations 2015	M Star contract – draft report with Audit Manager
17-G	RM	Health & Safety	Employee health and safety risk is identified and adequately managed	Testing completed – report being drafted
17-I	RM	Counter Fraud/NFI specific	Interpretation and investigation of outputs	<ul style="list-style-type: none"> • Data set extracts uploaded in October 2016 accordance with timetable of requirements. • Matches have just been released (26 Jan 2017) <p>There may be additional work in assisting ESPO with any matches</p>
17-J	RM	Counter Fraud	Systems and procedures are sufficiently robust to mitigate the risk of fraudulent or irregular Activity	Testing nearing completion
17-K	RM	ICT Applications	The Enterprise Resource Planning (ERP) upgrade is adequately planned	Work being undertaken as part of ICT general controls coverage below

17-P	IC	IT General Controls ³	The range of controls expected by the External Auditor are well designed and consistently applied.	Testing nearing completion
17-Q	IC	Servicing authority	The servicing authority is providing service in line with the agreement	Terms of Engagement Issued
17-R1 ^{*4}	IC	Credit control	Key controls and processes relating to credit control are operating effectively and efficiently	Terms of Engagement Agreed – testing commenced

Audits not started

<u>Ref</u>	<u>Type</u>	<u>Audit title</u>	<u>Assurance objective</u>	<u>Position @ 30th January 2017</u>
17-L	RM	Electricity framework	All supply points are transferred and exposure to 'out of contract' charges is mitigated.	
17-M	IC	Energy billing	Billing (including consolidated accounts) is timely, complete and accurate	
17-N	IC	Key financial systems ³	To discuss with the External Auditor and Assistant Director (Finance). Includes reconciliations; receivables; payables; payroll and stock	Terms of Engagement being drafted – work was only due to commence in final month to allow 11 month coverage – coverage will therefore straddle two financial years

¹unique reference numbers based on the financial year in question (i.e. '17' relates to 2016-17), in the sequence of the approved internal audit plan

²the three elements of the control environment (governance, risk management and internal control)

³traditionally audits where the external auditor has placed reliance on the work of internal audit

⁴additionally commissioned piece of work