

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

MUNICIPAL YEAR 2019/20

AUDIT COMMITTEE 3 rd February 2020	AGENDA ITEM NO. 3
REPORT OF THE DIRECTOR OF FINANCE & DIGITAL SERVICES	INTERNAL AUDIT PERFORMANCE 2019/20

Author: Mark Thomas (Head of Regional Internal Audit Service)

1. PURPOSE OF THE REPORT

- 1.1 This report provides the performance information in respect of the Internal Audit Service between 1st April 2019 and 20th January 2020.

2. RECOMMENDATIONS

It is recommended that Members:

- 2.1 Review the information contained within the report and identify whether there are any areas where specific issues are of concern.
- 2.2 Consider what comments and recommendations, if any, they wish to make.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To help ensure that Audit Committee monitors the performance of the Council's Internal Audit Service, in accordance with its Terms of Reference.

4. BACKGROUND

- 4.1 The Audit Committee Terms of Reference (Point J) requires it *'To receive reports on the performance of the Internal Audit Service throughout the year particularly in relation to matters of financial probity and corporate governance'*.
- 4.2 In line with this requirement Appendix 1 sets out the Internal Audit Plan for 2019/20 and includes the status of each audit, the quarter in which

the audit is/was planned to commence and incorporates the detailed performance information for each audit.

- 4.3 The Internal Audit Plan currently includes 69 individual audit assignments and, as at 20th January 2020, 59% of the Plan had been completed to report stage. The detailed breakdown of the status of each review is provided in **Appendix 1** and is summarised as follows:

Status	No. Of Audits
Final Reports Issued	29
Draft Reports Issued	12
Fieldwork Complete	0
Audits In Progress	1
Audits Not Yet Started ('Planned')	27
Total:	69

- 4.4 **Appendix 2** provides a summary of the status of all recommendations made by the Internal Audit Service, grouped under the relevant service of the Council.

5. EQUALITY AND DIVERSITY IMPLICATIONS

- 5.1 There are no equality and diversity implications as a result of the recommendations set out in the report.

6. CONSULTATION

- 6.1 There are no consultation implications as a result of the recommendations set out in the report.

7. FINANCIAL IMPLICATION(S)

- 7.1 There are no financial implications as a result of the recommendations set out in the report.

8. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 8.1 The provision of regular information in respect of the Council's Internal Audit Service supports the Council in demonstrating compliance with the Accounts and Audit (Wales) (Amendment) Regulations 2018.
- 8.2 Regulation 7 (Internal Audit) of Part 3 of the 2018 Regulations directs that: *"A relevant body must maintain an adequate and effective system*

of internal audit of its accounting records and of its system of internal control.”

9. LINKS TO CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT

THE COUNCIL'S CORPORATE PLAN PRIORITIES

- 9.1 The work of Internal Audit aims to support the delivery of the priorities contained within the Council's Corporate Plan – *The Way Ahead*, in particular 'Living Within Our Means' through ensuring that appropriate internal controls are in place to effectively manage resources.

WELL-BEING OF FUTURE GENERATIONS ACT

- 9.2 The Sustainable Development Principles, in particular Prevention, can be applied to the systematic reviews undertaken in order to provide assurance that risks to the achievement of objectives are being managed.

10. CONCLUSION

- 10.1 Monitoring the performance of Internal Audit is a key responsibility for Audit Committee. This report provides Audit Committee with detailed information with which the performance of the Service can be reviewed and scrutinised.

Other Information:-

Relevant Scrutiny Committee

Not applicable.

Contact Officers –Mark Thomas/Lisa Cumpston

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

AUDIT COMMITTEE

3rd February 2020

INTERNAL AUDIT PERFORMANCE 2019/20

REPORT OF THE DIRECTOR OF FINANCE & DIGITAL SERVICES

Author:

Mark Thomas (Head of Regional Internal Audit Service)

Item: 3

Background Papers

None.

Officer to contact: Mark Thomas/Lisa Cumpston

Appendix 1 - Monitoring the Internal Audit Plan 2019/20

	Priority	Planned Qtr	Status	Start Fieldwork	Finish Fieldwork	Draft Report Issued	Days between ending fieldwork & issuing draft report	Management Responses	Timeliness of Management Response	Final Report	Management response to issuing final report
CHIEF EXECUTIVE											
HUMAN RESOURCES											
SICKNESS ABSENCE – SCHOOLS	High	QTR 4	Planned				0		0		0
PURCHASE CARDS – NON SCHOOLS SPEND	Medium	QTR 4	Planned				0		0		0
FINANCE & DIGITAL SERVICES											
ADMINISTRATION OF TRUST FUNDS	Low	QTR 3	Final Issued	07/10/2019	30/11/2019	02/12/2019	2	03/12/2019	1	03/12/2019	0
DEBTORS	High	QTR 4	Planned				0		0		0
PENSIONS	High	QTR 4	Planned				0		0		0
GENERAL LEDGER	Low	QTR 4	Planned				0		0		0
DIGITALISATION	High	QTR 4	Planned				0		0		0
BUSINESS SUPPORT UNIT	High	QTR 4	Planned				0		0		0
VALUE FOR MONEY	High	QTR 4	Planned				0		0		0

	Priority	Planned Qtr	Status	Start Fieldwork	Finish Fieldwork	Draft Report Issued	Days between ending fieldwork & issuing draft report	Management Responses	Timeliness of Management Response	Final Report	Management response to issuing final report
TREASURY MANAGEMENT	Medium	QTR 4	Planned				0		0		0
CORPORATE ESTATES											
21ST CENTURY SCHOOLS – CAPITAL PROJECT C/F	High	QTR 4	Planned				0		0		0
LEGAL SERVICES											
LEGAL SERVICES	Medium	QTR 4	Planned				0		0		0
COMMUNITY & CHILDREN'S SERVICES											
ADULT SERVICES											
DIRECT PAYMENTS C/F	High	QTR 1	Final Issued	01/05/2019	15/08/2019	05/09/2019	21	02/12/2019	88	10/12/2019	8
BROKER SERVICE C/F	High	QTR 1	Final Issued	24/06/2019	09/08/2019	15/08/2019	6	20/12/2019	127	06/01/2020	17
WCCIS	High	QTR 4	Planned				0		0		0
THE REVIEW TEAM C/F	Medium	QTR 4	Planned				0		0		0
FAIRER CHARGING	High	QTR 2	Draft Issued	09/08/2019	05/12/2019	06/01/2020	32		0		0
CHILDREN'S SERVICES											

	Priority	Planned Qtr	Status	Start Fieldwork	Finish Fieldwork	Draft Report Issued	Days between ending fieldwork & issuing draft report	Management Responses	Timeliness of Management Response	Final Report	Management response to issuing final report
CONTRACT MANAGEMENT – PLACEMENTS C/F	High	QTR 4	Planned				0		0		0
ADOPTION SUPPORT & FOSTER CARER PAYMENTS – FOLLOW UP	High	QTR 4	Planned				0		0		0
PUBLIC HEALTH & COMMUNITY SERVICES											
LLWYDCOED CREMATORIUM	Low	QTR 3	Final Issued	18/10/2019	04/11/2019	08/11/2019	4	03/12/2019	25	04/12/2019	1
ENGAGEMENT, INTERVENTION & PREVENTION C/F	High	QTR 4	In Progress	16/12/2019			0		0		0
YOUTH OFFENDING SERVICE C/F	Medium	QTR 1	Final Issued	08/05/2019	14/06/2019	01/07/2019	17	18/07/2019	17	25/07/2019	7
REGISTRATION SERVICES	Low	QTR 2	Draft Issued	24/09/2019	10/12/2019	06/01/2020	27		0		0
LEISURE SERVICES - CASH COLLECTION & BANKING	Medium	QTR 2	Final Issued	01/07/2019	02/09/2019	27/09/2018	25	21/10/2019	24	25/10/2019	4
EDUCATION & INCLUSION SERVICES											
EDUCATION IMPROVEMENT SERVICES											
EARLY YEARS PROVISION C/F	High	QTR 4	Planned				0		0		0
ATTENDANCE & WELLBEING SERVICE											
ATTENDANCE : REFERRALS & INTERVENTION	High	QTR 3	Draft Issued	30/09/2019	16/01/2020	20/01/2020	4		0		0

	Priority	Planned Qtr	Status	Start Fieldwork	Finish Fieldwork	Draft Report Issued	Days between ending fieldwork & issuing draft report	Management Responses	Timeliness of Management Response	Final Report	Management response to issuing final report
EXCLUSIONS	High	QTR 4	Planned				0		0		0
S.E.N. SCHOOLS											
YSGOL HEN FELIN	High	QTR 2	Draft Issued	08/07/2019	26/07/2019	06/08/2019	11		0		0
MAESGWYN SPECIAL SCHOOL	High	QTR 3	Draft Issued	18/11/2019	29/11/2019	20/12/2019	31		0		0
PRIMARY SCHOOLS											
PENRHIWCEIBER PRIMARY SCHOOL	Medium	QTR 1	Final Issued	20/05/2019	29/05/2019	14/06/2019	16	05/09/2019	83	10/09/2019	5
PENYGAWSI PRIMARY SCHOOL	Medium	QTR 2	Final Issued	25/09/2019	11/10/2019	16/10/2019	5	18/11/2019	33	19/11/2019	1
PERTHCELYN COMMUNITY PRIMARY	Medium	QTR 3	Final Issued	18/10/2019	24/10/2019	18/11/2019	25	28/11/2019	10	03/12/2019	5
PONTYGWAITH PRIMARY SCHOOL	Medium	QTR 3	Final Issued	09/10/2019	14/10/2019	18/10/2019	4	21/11/2019	34	29/11/2019	8
RHIGOS PRIMARY SCHOOL	Medium	QTR 1	Final Issued	05/06/2019	07/06/2019	11/07/2019	34	17/07/2019	6	18/07/2019	1
TON PENTRE PRIMARY SCHOOL	Medium	QTR 1	Final Issued	17/06/2019	20/06/2019	11/07/2019	21	09/09/2019	60	09/09/2019	0
TONYSGUBORIAU PRIMARY SCHOOL	Medium	QTR 1	Final Issued	20/05/2019	04/06/2019	01/07/2019	27	05/07/2019	4	08/07/2019	3
TREALAW PRIMARY SCHOOL	Medium	QTR 4	Planned				0		0		0

	Priority	Planned Qtr	Status	Start Fieldwork	Finish Fieldwork	Draft Report Issued	Days between ending fieldwork & issuing draft report	Management Responses	Timeliness of Management Response	Final Report	Management response to issuing final report
WILLIAMSTOWN PRIMARY SCHOOL	Medium	QTR 3	Final Issued	01/10/2019	03/10/2019	18/10/2019	15	05/11/2019	18	08/11/2019	3
YGG ABERCYNON	Medium	QTR 3	Final Issued	02/10/2019	11/10/2019	17/10/2019	6	26/11/2019	40	28/11/2019	2
YGG ABERDAR	Medium	QTR 3	Draft Issued	20/11/2019	01/12/2019	20/12/2019	19		0		0
CRAIG YR HESG PRIMARY SCHOOL	Medium	QTR 4	Planned				0		0		0
LLANHARAN PRIMARY SCHOOL	Medium	QTR 2	Final Issued	17/09/2019	23/09/2019	30/09/2019	7	18/10/2019	18	22/10/2019	4
MAERDY COMMUNITY PRIMARY SCHOOL	Medium	QTR 2	Final Issued	17/09/2019	18/09/2019	30/09/2019	12	04/11/2019	35	20/11/2019	16
MAES Y COED PRIMARY SCHOOL	Medium	QTR 3	Draft Issued	11/11/2019	14/11/2019	14/01/2020	59		0		0
PENGEULAN PRIMARY SCHOOL	Medium	QTR 3	Draft Issued	06/11/2019	07/11/2019	09/01/2020	63		0		0
PENYRENGLYN COMMUNITY PRIMARY SCHOOL	Medium	QTR 3	Draft Issued	26/11/2019	27/11/2019	16/01/2019	50		0		0
PONTYCLUN PRIMARY SCHOOL	Medium	QTR 3	Final Issued	24/09/2019	02/10/2019	15/10/2019	13	14/11/2019	30	21/11/2019	7
YNYSHIR PRIMARY SCHOOL	Medium	QTR 3	Draft Issued	04/12/2019	05/12/2019	17/01/2020	43		0		0
YGG BODRINGALLT	Medium	QTR 4	Planned				0		0		0
YGG TONYREFAIL	Medium	QTR 4	Planned				0		0		0

	Priority	Planned Qtr	Status	Start Fieldwork	Finish Fieldwork	Draft Report Issued	Days between ending fieldwork & issuing draft report	Management Responses	Timeliness of Management Response	Final Report	Management response to issuing final report
PRIMARY SCHOOL SELF ASSESSMENT REPORT 19/20	Medium	QTR 4	Planned				0		0		0
THROUGH SCHOOLS											
YSGOL LLANHARI FOLLOW UP C/F	High	QTR 1	Final Issued	10/06/2019	18/06/2019	29/07/2019	41	21/11/2019	115	22/11/2019	1
TONYREFAIL COMMUNITY SCHOOL	High	QTR 1	Final Issued	17/06/2019	01/07/2019	07/08/2019	37	07/10/2019	61	09/10/2019	2
SECONDARY SCHOOLS											
Y PANT COMPREHENSIVE FOLLOW UP	High	QTR 1	Final Issued	24/06/2019	01/07/2019	17/07/2019	16	10/09/2019	55	17/09/2019	7
HAWTHORN HIGH SCHOOL FOLLOW UP	High	QTR 4	Planned				0		0		0
SCHOOLS & COMMUNITY											
EDUCATION IMPROVEMENT GRANT	High	QTR 2	Final Issued	01/09/2019	30/09/2019	04/10/2019	4	10/10/2019	6	10/10/2019	0
POST 16 GRANT	High	QTR 4	Draft Issued	15/01/2020	17/01/2020	20/01/2020	3		0		0
POST 16 PLANNING AND FUNDING 2019/20	High	QTR 4	Planned				0		0		0
PUPIL DEPRIVATION GRANT	High	QTR 2	Final Issued	01/09/2019	30/09/2019	04/10/2019	4	10/10/2019	6	10/10/2019	0
PROSPERITY, DEVELOPMENT & FRONTLINE SERVICES											

Appendix 2 - The Status of Recommendations

CHIEF EXECUTIVE

Number of HIGH Recs	STATUS		
12	Implemented	Overdue / Outstanding	Target Date in the Future
	12	0	0
Number of MEDIUM Recs	STATUS		
87	Implemented	Overdue / Outstanding	Target Date in the Future
	84	0	3
Number of LOW Recs	STATUS		
68	Implemented	Overdue / Outstanding	Target Date in the Future
	66	0	2

COMMUNITY & CHILDREN'S SERVICES

Number of HIGH Recs	STATUS		
25	Implemented	Overdue / Outstanding	Target Date in the Future
	23	0	2
Number of MEDIUM Recs	STATUS		
178	Implemented	Overdue / Outstanding	Target Date in the Future
	156	8	14
Number of LOW Recs	STATUS		
105	Implemented	Overdue / Outstanding	Target Date in the Future
	100	0	5

CORPORATE & FRONTLINE SERVICES

Number of HIGH Recs	STATUS		
33	Implemented	Overdue / Outstanding	Target Date in the Future
	33	0	0
Number of MEDIUM Recs	STATUS		
100	Implemented	Overdue / Outstanding	Target Date in the Future

	99	0	1
Number of LOW Recs	STATUS		
47	Implemented	Overdue / Outstanding	Target Date in the Future
	47	0	0

EDUCATION & INCLUSION SERVICES

Number of HIGH Recs	STATUS		
345	Implemented	Overdue / Outstanding	Target Date in the Future
	341	0	4
Number of MEDIUM Recs	STATUS		
938	Implemented	Overdue / Outstanding	Target Date in the Future
	918	4	16
Number of LOW Recs	STATUS		
671	Implemented	Overdue / Outstanding	Target Date in the Future
	663	3	5

PROSPERITY, DEVELOPMENT & FRONTLINE SERVICES

Number of HIGH Recs	STATUS		
0	Implemented	Overdue / Outstanding	Target Date in the Future
	0	0	0
Number of MEDIUM Recs	STATUS		
20	Implemented	Overdue / Outstanding	Target Date in the Future
	7	0	13
Number of LOW Recs	STATUS		
2	Implemented	Overdue / Outstanding	Target Date in the Future
	2	0	0

WHOLE AUTHORITY ARRANGEMENTS

Number of HIGH Recs	STATUS		
9	Implemented	Overdue /	Target Date in the

		Outstanding	Future
	9	0	0
Number of MEDIUM Recs	STATUS		
11	Implemented	Overdue / Outstanding	Target Date in the Future
	10	0	1
Number of LOW Recs	STATUS		
0	Implemented	Overdue / Outstanding	Target Date in the Future
	0	0	0