

## Internal Audit Progress Report

To: Audit and Accounts Committee

Meeting Date: 30 January 2025

From: Head of Internal Audit & Risk Management

Electoral division(s): N/A

Key decision: No

Forward Plan ref: Not Applicable

Executive Summary: The purpose of the report is to provide an update to Audit & Accounts Committee on the main areas of internal audit coverage for the period to 31<sup>st</sup> December 2024.

Recommendation: Committee is requested to consider and comment on the contents of this report.

Officer contact:

Name: Mairead Claydon  
Post: Head of Internal Audit & Risk Management  
Email: [Mairead.claydon@cambridgeshire.gov.uk](mailto:Mairead.claydon@cambridgeshire.gov.uk)

# 1. Background

- 1.1 The role of Internal Audit is to provide the Audit & Accounts Committee and Management independent assurance on the effectiveness of the controls in place to ensure that the Council's objectives are achieved. Internal Audit coverage is planned so that the focus is upon those areas and risks which will most impact upon the Council's ability to achieve these objectives.
- 1.2 The annual Audit Plan is split out into two elements: the 'core' plan, comprising key areas of assurance that are reviewed every year and audit support work (e.g. to working parties or panels) which is ongoing throughout the year; and the 'flexible' plan, i.e. the areas of audit coverage that vary from year to year, with planned coverage based on a risk assessment process.

# 2. Main Issues

Please see the full Internal Audit Progress Report provided at Appendix 1 to this report.

## 2.1 INTERNAL AUDIT PLAN

- 2.1.1 Section 6 of the report sets out the proposed rolling 12 month flexible Audit Plan for the service and highlights some changes which have been made to the Audit Plan to reflect the updated risk assessment and resourcing for the team.

## 2.2 OUTSTANDING AUDIT ACTIONS

- 2.2.1 Annex B details 81 outstanding audit agreed actions as at 31<sup>st</sup> December 2024, an increase of 2 outstanding actions compared to our previous report in October. This includes 2 outstanding 'essential' actions (compared to 3 in October). These relate to the Dedicated Schools Grant Safety Valve audit and the Interims and Agency Staff audit; see Section 7.2 for a summary of these actions.
- 2.2.2 Narrative updates on actions where the current target date is after 31<sup>st</sup> December 2024 have not been followed-up by Internal Audit in this reporting cycle and will be reported in the next Progress Report.
- 2.2.3 See Section 7 of the report for more details.

## 2.3 INVESTIGATIONS CASELOAD

- 2.3.1 Section 9 of the Progress Report summarises the open whistleblowing cases currently under review by the Internal Audit Team, as well as a short summary of all cases which have been closed by the Internal Audit team since the previous progress report, as requested by the Audit & Accounts Committee.

## 2.4 KEY FINANCIAL SYSTEMS

2.4.1 Section 10 provides an update on key financial systems reports. The 2023/4 Payroll report has now been issued as final, and a short summary of findings and recommendations is provided.

## 3. Significant Implications

3.1 This report is an information-only update and there are no significant implications to highlight.

## 4. Source Documents

4.1 None