

AUDIT COMMITTEE: 27 March 2018

**INTERNAL AUDIT PROGRESS REPORT 2017/18 – INVESTIGATION TEAM
REPORT OF THE HEAD OF FINANCE** **AGENDA ITEM: 10.2**

Reason for this Report

1. Audit Committee's Terms of Reference requires that Members consider reports from the Audit Manager on Internal Audit's performance during the year.
2. This report has been prepared to provide Audit Committee Members with an update on the work of the Audit Section's Investigation team, as at 14 March 2018.

Background

3. An Audit Plan is prepared each year in order to provide a measure of the work performed by the Audit function. It is important that this allows for flexibility so that professional judgement can be applied, and work prioritised over the life of the Plan.
4. The Head of Finance prepares quarterly and half-yearly progress reports, outlining the work undertaken by the team.
5. The Corporate Director Resources receives progress updates, in order to provide a meaningful update on the work of the team and to give the opportunity to discuss changing priorities.

Issues

6. The progress report can be found at Appendix A.
7. A revised Fraud, Bribery and Corruption Policy has been drafted and is included on the agenda for this meeting at item 10.4.
8. The number of investigations completed during 2017/18 exceeds the total for the same period last year. Due to the time it takes to conduct an investigation, cases will often be concluded in a different quarter than received.
9. Ad hoc investigations are primarily related to employees and relate to ongoing disciplinary matters and potential suspected fraud.
10. The value of concluded investigations exceeds £190,000.
11. In order to improve the standard and consistency of employee misconduct investigations, the Internal Audit Investigation Team continue to deliver their disciplinary investigating officer training.

Legal Implications

12. There are no legal implications arising from this report.

Financial Implications

13. There are no financial implications arising from this report.

RECOMMENDATIONS

14. That the Committee notes the content of the report.

IAN ALLWOOD
HEAD OF FINANCE
27 March 2018

The following is attached:

Appendix A: Investigation Team - Progress Report March 2018