

Internal Audit Progress Report



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Lincolnshire County Council March 2022

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The matters raised in this report are only those that came to our attention during the course of our work – there may be weaknesses in governance, risk management and the system of internal control that we are not aware of because they did not form part of our work programme, were excluded from the scope of individual audit engagements or were not brought to our attention. The opinion is based solely the work undertaken as part of the agreed internal audit plan.

Introduction

The purpose of this report is to:

- Provide details of the audit work during the period 01st August 2021 to 31st December 2021.
- Give an update on outstanding management actions from previous audits
- Raise any other matters that may be relevant to the Audit Committee role

Key Messages

Assurances

The following audit work has been completed

High:

- Better Care Fund

Substantial:

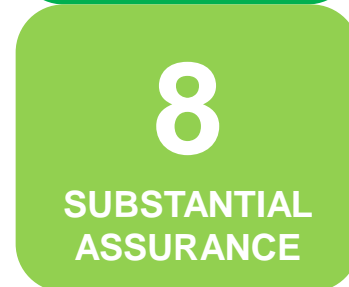
- Bank Reconciliation
- Maintained school audits x 6
- LFR Governance Review

Audit reports at draft

- Transport Connect
- ICT Privileged Account Management
- HR Trade Union Facilities – Time (Consultancy)

Consultancy Reviews Completed:

- Pensions Administration
- Property Repairs and Maintenance Budgets



Note: The assurance expressed is at the time of issue of the report but before the full implementation of the agreed management action plan. The definitions for each level are shown in Appendix 1.

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Key Messages

Business World – Project Status RED*

The project is currently in the testing phase of the plan. The first Payroll Parallel Run took significantly longer than anticipated. The project also continues to face challenges with resources in payroll and the systems team as well as delays brought about by the recent system upgrade and the move to Azure, all of which has significantly impacted timelines. The planned go-live date is 31st March 2023.

To provide assurance on the business change aspect of the BW project we intend to complete a piece of audit work in this area during the first quarter of 2022/23.

Outstanding Recommendations

We follow up implementation of recommendations from previous audits to monitor progress. At the 31st December 2021 we found that:

- **74%** of the actions have been **completed**
- **6% not yet due** at this date.
- Management responses established that the remaining **20% have been deferred**. There were **5 High priority actions included within the 20% deferred**.

The reasons include the need for decisions to be formally made and the impact of project delays and workloads. Full details can be found in Appendix 2 of this report.

Progress and Delivery

We have completed 47% of the plan up to the 31st December 2021 – this is behind plan.

A number of audits on the revised audit plan for 2021/22 are currently in the scoping phase, while others have been deferred until 2022/23. A list of those audits are detailed in Appendix 3.

- **Project red status definition** – Successful delivery of the project appears to be unachievable. There are major issues with the project scope, schedule, budget required, quality or benefits delivery, which do not appear to be manageable or resolvable. The project may need re-base-lining and or overall viability reassessment.

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Progress and delivery continues to be made difficult by the various pressures on Council teams, including resourcing issues and the on-going impacts caused by the pandemic. On-going staff capacity within our team has also continued to make progress difficult. We have had three members of staff leave the team since December, making planning and resourcing more challenging.

Whilst we are pleased to report that we have recently recruited three additional Auditors and have secured temporary resources with a further recruitment planned – the impact on the teams' availability to deliver cannot be underestimated. Given the mix of the remaining team there will be continuing mentoring, coaching and supervision demands. We also continue to have a full time Principal Auditor on maternity leave and one on secondment – both expected to return during 2022.

Our workforce strategy of 'growing our own' auditors aims to build capacity and capability in the team in the long term. We are also working with the Finance Team to make the best use of graduate, work experience placements, continuing professional development. All aiming to attract and retain skilled workforce – showcasing our profession and that working in local government is a good career path and employer of choice.

Changes to planned work

The continuing recruitment and retention challenges mean that there has been some changes to our planned audit activity to reflect changes in resources and risk. A significant amount of work has been undertaken to complete the External Internal Audit Assessment, enhance our performance reporting framework and develop appropriate coaching and mentoring arrangements for our new recruits. This has also impacted on resources available for direct audit delivery.

Work was also undertaken to develop the plan for South Kesteven District Council – who we commence working with on the 1st April 2022.

Changes to planned work is shown in Appendix 4.

High Assurance

Overall we can provide a high level of assurance around the management of the Better Care Fund and can confirm national conditions and requirements of the 20/21 Better Care Fund Policy Statement, issued December 2020, have been met.

- Mandatory funding and additional contributions of £95.6m and £165.1m respectively have been verified and were agreed by the Health & Wellbeing Board, equating to a total pooled budget of £260.7m for 20/21.
- The Clinical Commissioning Groups (CCG's) contribution to social care via the BCF, £136.7m, has been verified, and confirmed as exceeding the minimum expectation by NHS England/Improvement of £55.4m.
- Planned spend of £24.2m on CCG commissioned out of hospital services for 20/21 has been verified and confirmed as exceeding the NHS England/Improvement minimum funding of £15.8m.
- The HWB have been advised by the CCG and LCC of compliance with the national conditions and subsequent approval obtained. Confirmation of compliance to NHS England was evident.

**Better Care
Fund**

Substantial Assurance

Our review of the bank reconciliation procedures found them to be well controlled and operating effectively.

We have provided a substantial audit opinion because the move the Hoople Standard Solution will involve a change of process for the team. At this stage there is uncertainty about what impact this change will have on key controls in this area. We also noted one officer where access the bank reconciliation role needs to be removed.

The team has been unable to action last years audit recommendation due to the change control freeze. We recommend that this is carried forward and monitored during the data migration process to the Hoople Standard Solution.

Our review of processes and procedures at 6 maintained schools confirmed that overall controls are in place and operating effectively.

There were no key themes identified from the findings and recommendations reported across the 6 schools audited so far during 2022/23. The recommendations made included:

- Improvements to governance processes; ensuring that approval and oversight by the governing body are clearly recorded within the minutes and that statutory information is included on the school website
- Strengthening budget monitoring procedures; retaining copies of reports used and ensuring governors are presented with adequate detail
- Reporting of budget forecast figures to the School's Finance Team

Bank Reconciliation

Maintained Schools

Substantial Assurance

LFR – Governance Review

Overall, we can provide a substantial level of assurance around the effectiveness of LFR's governance arrangements, confirming that they are fit for purpose, legally compliant and fully documented within LCC's Constitution. Arrangements are consistent with the principles of the CIPFA/SOLACE Good Governance framework with assurance re governance arrangements reiterated in both LFR's Statement of Assurance and LCC's Annual Governance Statement.

Consultancy Reviews

In December 2021 we confirmed with Paul Wood, the Audit Manager at Bradford Metropolitan District Council (MDC), that there had been no changes to their processes in the following key areas:

Approach to audits and coverage
Sampling approach
Review and quality assurance processes

Based on our cumulative audit knowledge and experience we concluded his team's approach to these activities was sound and we could place assurance on them.

Our discussions confirmed that Covid-19 had not impacted on the delivery of the 2021/22 audit plan. Bradford MDC have been able to carry out their testing as normal since they have direct access to pension systems and therefore can usually test remotely and contact Pension Fund staff to resolve queries. Any issues they have come across have been resolved on a timely basis, so impacts have been minimal. The audit team has found that controls have been working as expected despite staff working from home.

Pension Administration Audits

We reviewed the assurance outcomes of the pension administration audits for the end of 2020/21 and 2021/22. They are:

Transfers In = Excellent
New Pensions & Lump Sums- Death Benefits = Excellent
Local Government Scheme Contributions = Good
Life Existence = Good
Purchase of Additional Pension = (Draft report Good)
Annual benefit statement = Excellent

Completed audits are reported to the WYPF Governance and Audit Committee, and the Pension Boards. Agreed actions are tracked and the Audit Manager confirmed that all have been implemented within agreed timescales.

Life existence report from the plan for 21-22 highlighted areas within the life certificate process which could be improved upon. This included an issue with quality Assurance procedures which had been found to affect Lincolnshire LGPS. Two High priority and agreed recommendations were made in this area. These actions have not yet been captured in the cycle of follow up reporting of agreed actions.

Pensions Administration

Consultancy Reviews

Pensions Administration

There is a process to follow up on High Priority recommendations until they are happy that they have been implemented or that an alternative/compensating control has been put in place or the recommendation is deemed no longer relevant for whatever reason that may be.

In the 19-20 report we noted a lower level of assurance for the accuracy of contributions recorded on member records. Issues raised could have impact on LGPS members. The follow up audit has now taken place. Progress has been made in achieving recommendations. There are areas which have been impacted due to delays in implementation of Phase 3 of the monthly posting project. These delays are due to disruption caused by the global pandemic. It is noted in the follow up that this project should address High Priority recommendations made as well as bringing additional benefits improving the overall control environment of Monthly postings process in its entirety.

The review is expected to be re-examined by internal audit in further detail once the project is fully implemented and deemed operational.

Conclusions

Following our conversations with WYPF audit provider we continue to place assurance on the robust nature of the audits completed by Bradford MDC. We are pleased to see that the audits continue to have positive assurance levels to date and that actions are implemented promptly. We will liaise with the Bradford MDC team to confirm that management actions are fully implemented within agreed timescales. We are happy to place reliance on this assurance over Pension Administration and plan to maintain our relationship with Bradford MDC. We will share future information and assurances to help support one another's audit work.

Our review established that based on the information and documentation reviewed improvements have been made since the previous audit.

Budget Setting Procedures

In relation to works coming in over budget the following measures have been implemented:

- ✓ A review of budget setting processes for R&M projects was conducted and resulted in a revised process

Property Repairs & Maintenance Budgets

Consultancy Reviews

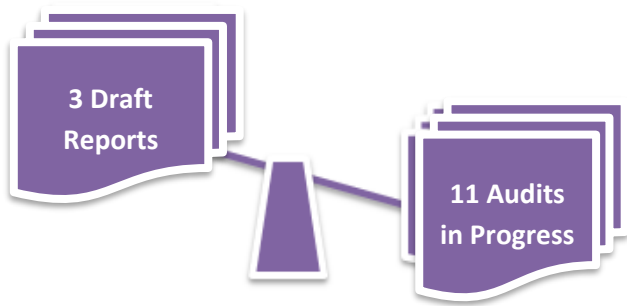
- ✓ The condition survey budget figure formed the basis for a budget on the programme. As an improvement, this figure is now reviewed and updated before works are tendered.
- ✓ If works come in over budget price, a meeting is conducted between LCC and the contractor. A tender report captures the reasoning with a recommendation as to whether the work is re-tendered or to proceed as planned. This is all recorded in Concerto.
- ✓ The budget is monitored monthly in meetings with the services' Finance Business Partner.

Reporting of Variations

We identified the following processes in place:

- ✓ There are now weekly and ad-hoc meetings with the external contractors and LCC management. These provide assurance through minutes and meeting notes that timely reporting of variations is happening proactively, and ensures that appropriate decision making, approval and corrective action can be taken.
- ✓ There are also discussions about adding or removing items from the programme which is also captured and recorded with reasoning. Under the contract any issue that needs to be raised is done so through an Early Warning (EW) on Concerto which provides an audit trail.
- ✓ We also noted that there are minuted quarterly Board meetings that collate progress and issues identified, along with the actions being taken.
- ✓ Reporting is via the Joint Programme Board and also now quarterly to the Property Board.
- ✓ The Assistant Director Corporate Property has also now asked for the programme to be reported monthly at a corporate property budget meeting (Cost Control Meeting).

There is an annual budget of £2.5 million for non-schools capital works from the service core budget and £2.5 million for schools. This figure is static and has not changed over the last few years despite costs increasing due to factors such as inflation and the impact of Brexit on material cost and scarcity. We recommended that this budget is reviewed by the property team.



Audits in Progress

We have 11 audits at fieldwork stage:

- Safeguarding Adults
- Foster Carers – Recruitment & Retention
- Payroll
- Pensions Fund
- General Ledger
- Accounts Payable
- Accounts Receivable
- IMT Virus Protection / Malware
- IMT Follow Ups
- Burgh Le Marsh Primary School
- Financial Resilience

Other Significant Work

Grants

Grant audits work has been undertaken to ensure that funds have been used in line with grant conditions. Two grants (Bus Service Operators' grant and the Highways' grant for road maintenance) were signed off in the autumn of 2021.

Supporting Families Programme

Audits to support 4 grant claims for the Supporting Families Programme have so far been undertaken in 2021/22, with another small claim due in March 2022. We have reported no significant issues during the course of our work.

Business World Redesign

The BW Redesign Project has at present 4 critical risks:

- The payroll provider has recruited a team to support parallel payment runs (PPR) however there is a risk they do not have the sufficient knowledge regarding the data entry activities which need to be carried out
- Service Readiness - Lack of provider payroll engagement in PPR
- The provider have recruited a team to support PPR however there is a risk they do not have the sufficient knowledge around payroll, LCC and Business World to be able to carry out investigations
- The 'business as usual' cleanse activity is taking place within the live system by new employees with minimal experience of the system.

This has resulted in 'red status' for the project.

The project is in the Test Phase of the plan which includes a number of activities, including Functional Testing, Integrated



System testing (IST), User Acceptance Testing (UAT) and Payroll Parallel Run testing (PPR):

- Functional Testing is complete and was found to have no significant issues. This testing looks at the individual component parts of the system
- IST is complete and was found to have no significant issues. This testing looks at the individual component parts working together as one system
- UAT has been covered in 2 phases including a number of key areas such as Schools and Lincolnshire Fire & Rescue, the second phase is due to be completed in March. Results have been good on the overall build, there have been some areas of concern, particularly around reporting but the project continue to work with the services to understand the need and have a stringent change control process for anything where LCC cannot adapt and adopt
- PPR - The first of 3 PPR tests have now been completed over the 3 main payrolls (Corporate, Schools and Retained Fire) and payroll parallel run 2 is underway. PPR 1 took significantly longer than expected and areas such as absence and pension needed detailed review. Very few issues were reported with the build, the complexity came down to LCC's various term and conditions and the quality of the data in the system. Additional resource was applied and although has had an impact it is important this level of checking is undertaken to ensure payroll runs correctly in the future

Data quality – work continues to address the data quality issues in our current system with the most recent batch of corrections due to be completed by the end of February.

Alongside the correction of the data, HR are working with Serco to ensure new BAU processes are implemented to avoid future deterioration of data.

Data migration – on completion of UAT and the data quality work the project will carry out another migration exercise. This is where a copy of the data is taken from the existing system and migrated into the new Hoople build, the activity is the reconciliation of the data, in short, do they match. This will form the pre-requisite for the final stage of test – regression. Regression testing is the final activity in the test phase of the plan and is where the configuration (how the system is built) and the data come together for a final round of sense checks to ensure nothing has 'regressed'

The approach to training has been approved and the production of training and guidance material started

A detailed Change Management plan has been produced and will be driven forward by the appropriate service leads

The project continues to face challenges with resource shortages in payroll and the systems team

Recent additional activity concerning upgrading our existing system and the move to Azure has significantly impacted timelines

As the project has progressed past the original timeline additional complexities are brought into the plan impacting the overall implementation



Transformation Programme

We continue to attend all the Transformation Steering Board meetings and provide support to the programme as a member of the steering board and provide regular updates to the Audit Committee on progress.

Our work for 21/22 and 22/23 includes reviews to be agreed with the Transformation Team which will focus on key risks and issues. We will focus on key project delivery and the achievement of benefits and savings as key areas for assurance. Updates will be sought from all board members to ensure effective audit coverage continues.

Based on the status of a number of projects and the assurance rating following our assurance mapping exercise the Programme Governance Assurance is assessed as Green by the Transformation team and Programme Delivery is assessed as Amber, based on the BW Redesign being Red status and Educational Travel, Children in care, Smarter working and Business Analytics and Visualisation projects all being Amber status.


The only project in the programme to report a Red status is the BW Redesign Project. It is reported that overall the project is running behind plan, and the go-live date is under review. The Entec Si review of the project is complete and include recommendations for the project going forward. The planned go-live date is 31st March 2023.





Internal Audit's performance is measured against a range of indicators. The statistics below show our performance on key indicators year to date (up to 31st December 2021)

Performance on Key Indicators



Positive feedback has been received



Plan completed 47%





Other Matters of Interest

A summary of matters that will be of particular interest to Audit Committee Members

Audit Committees and Scrutiny Committees – Working Together

In June 2021 the Centre for Governance and Scrutiny (CfGS) produced a paper for councillors on audit committees and scrutiny committees on how member-level activity on audit, and councils' scrutiny functions, can work more closely. It focuses in particular on how scrutiny can contribute productively to the core functions of Audit committees.

The paper states that whilst Audit and Scrutiny require their own focus and resources, there will be matters of common interest where it makes sense to collaborate including:

- Action on mindset and culture
- Securing good governance
- Risk
- Value for money
- Wider policy issues, and the impact of council strategy on financial management

The report explores opportunities for collaboration within each of the areas listed above and provides practical examples of how it may work in practice.

The full report can be found using this link:

[Audit committees and scrutiny committees: working together - Centre for Governance and Scrutiny \(cfgs.org.uk\)](https://www.cfgs.org.uk/audit-committees-and-scrutiny-committees-working-together)

Horizon Scanning – Challenges and Opportunities for 2022 (Mazars)

Mazars have published their annual horizon scanning report for 2022 which details some of the challenges and opportunities facing the public sector over the coming year. It highlights a number of new and emerging risks that councils and internal audit teams need to gain assurance over, with the significant change to working practices brought about by Covid-19. It details the main changes and impacts brought about by the pandemic under key headings including Finance, Council Services, IT, Environmental, social and Governance and Fraud issues. We have considered risks listed within the report along with business intelligence and outcomes from the combined assurance work when drafting the audit plan for 22/23. The report can be found using the following link:



Adobe Acrobat
Document

High

Our critical review or assessment on the activity gives us a high level of confidence on service delivery arrangements, management of risks, and the operation of controls and / or performance.

The risk of the activity not achieving its objectives or outcomes is low. Controls have been evaluated as adequate, appropriate and are operating effectively.

Substantial

Our critical review or assessment on the activity gives us a substantial level of confidence (assurance) on service delivery arrangements, management of risks, and operation of controls and / or performance.

There are some improvements needed in the application of controls to manage risks. However, the controls have been evaluated as adequate, appropriate and operating sufficiently so that the risk of the activity not achieving its objectives is medium to low.

Limited

Our critical review or assessment on the activity gives us a limited level of confidence on service delivery arrangements, management of risks, and operation of controls and / or performance.

The controls to manage the key risks were found not always to be operating or are inadequate. Therefore, the controls evaluated are unlikely to give a reasonable level of confidence (assurance) that the risks are being managed effectively. It is unlikely that the activity will achieve its objectives.

Low

Our critical review or assessment on the activity identified significant concerns on service delivery arrangements, management of risks, and operation of controls and / or performance.

There are either gaps in the control framework managing the key risks or the controls have been evaluated as not adequate, appropriate or are not being effectively operated. Therefore the risk of the activity not achieving its objectives is high.

Tracker Report – all outstanding audit actions due 31/12/21

Activity	Issue Date	Assurance	Total recs	Recs Imp	Priority of Overdue Recommendations			Recs not due
					High	Medium	Low	
Cyber Security	March 19	Limited	6	4	2	0	0	0
	<p>There are two outstanding actions that relate to Network and Monitoring Strategy. Monitoring has improved since the initial audit in 2018 and the action has progressed 80%. LCC are still to decide if they want a managed Security Operations Centre. Monitoring within Azure is very in depth, but unless LCC are fully 0365 emersed, then there will still be gaps in our capabilities. These actions will continue to be traced and the action regarding networks will be followed up as part of the IMT follow up audit.</p>							
Transformation	June 21	Amber/Green (Highlight report)	7	7	0	0	0	0
	<p>The five remaining actions that were due have now been completed.</p>							
Implementation of Mosaic Finance	March 21	Low	8	7	0	1	0	0
	<p>One outstanding action with regards to documenting lessons learnt - A lessons learned log will be created and added to the project documents for Adult Care finance group. We will have it as an item on the next meeting 22nd February to ensure that the document is populated with lessons so far and that project leads are aware to update as they progress their projects.</p>							
Good Governance Review - Ethics	Apr 19	n/a	13	12	0	1	0	0
	<p>There is one outstanding action relating to updating the website with information on the Council's governance / ethical framework. This has been overtaken by the deployment of Office 365. Will need a rethink about creating a governance hub. It's not a priority as information is on the website but could be made more accessible.</p>							
LSAB Peer Review	Dec 19	High	2	1	0	1	0	0
	<p>There is one outstanding action with regards implementation of policy. The new policy and procdures are under construction, expected completion is by the summer of 2022</p>							
Bank Reconciliation Key Control Testing	April 21	High	1	0	0	1	0	0
	<p>There is one outstanding action with regards incorrect lodgement dates. Due to the freeze on change controls nothing can be done at present with regards changing the date on BW. This finding has been rolled forward as part of the 2022 audit.</p>							

Tracker Report – all outstanding audit actions due 31/12/21

Activity	Issue Date	Assurance	Total recs	Recs Imp	Priority of Overdue Recommendations			Recs not due
					High	Medium	Low	
Counter Fraud Arrangements	Apr 19	Substantial	6	4	0	2	0	0
	Counter Fraud Strategy and Money Laundering Policies have been revised. Currently undergoing internal review.							
Financial Assessments	June 19	Substantial	3	3	0	0	0	0
	All actions are now completed							
Recruitment and Selection Checks	March 20	Substantial	12	12	0	0	0	0
	All actions are now completed							
Commercial Property	Jan 20	Substantial	6	6	0	0	0	0
	All actions are now completed							
LFR Grievance Process	June 20	Substantial	3	3	0	0	0	0
	All actions are now completed							
Treasury Management & Investment Strategy	Aug 20	High	2	0	0	2	0	0
	CIPFA published new Codes of Practice for TM and a New Prudential Code on 21st December 2021. Changes are substantial to TMPs and also they introduce the concept of IMPs to cover the Commercial Investment Arena. CIPFA has given us a soft launch on the changes so we have the next year to implement. Our existing TMPS , Treasury Policy and Financial Regs and Prudential Indicators will all need to be reviewed in light of the new codes and we envisage making this review a key target							

Tracker Report – all outstanding audit actions due 31/12/21

Activity	Issue Date	Assurance	Total recs	Recs Imp	Priority of Overdue Recommendations			Recs not due
					High	Medium	Low	
Carers Follow Up	Jan 2021	High	1	1	0	0	0	0
	The outstanding action has now been completed							
PPE Face Mask – Root Cause Analysis	Mar 21	Consultancy Review	5	5	0	0	0	0
	All outstanding actions have now been completed							
Payroll	Oct 21	Substantial	15	7	0	2	0	6
	There are outstanding actions which rely on the implementation of the Hoople standard including reinstating monthly reporting and guidance. There is also an outstanding action regarding checking the teacher's top up pension – the team are awaiting some information from TPS.							
Accounts Payable	Aug 21	Substantial	2	2	0	0	0	0
	Both actions are not fully implemented due to awaiting the outcomes of the BW redesign project. These relate to set up of users / user entitlement and guidance notes for staff							
ICT – Business Continuity & Disaster Recovery	Mar 21	Limited	2	0	2	0	0	0
	<p>There are 2 outstanding actions - Project launch has been deferred due to allow resources to focus on the critical Azure migration program. LCC has now moved most of its critical systems from Sungard to Microsoft Azure hosting. (with the exception of Mosaic who's recovery requirements form part of its contractual terms of hosting with Servelec)</p> <p>Cloud hosting changes the BC strategy fundamentally to one of high resilience and availability. Whilst Cloud does not affect the BIA as such, the shift to remote working has fundamentally changed the relative criticality of certain services and now BIA also requires a complete overhaul. The project has conducted tests involving moving loads between different geographies, and other tests involving the snapshot recovery techniques, which have all succeeded in demonstrating the tool sets.</p>							

Tracker Report – all outstanding audit actions due 31/12/21

Activity	Issue Date	Assurance	Total recs	Recs Imp	Priority of Overdue Recommendations			Recs not due
					High	Medium	Low	
ICT – Network Infrastructure	A Corporate program, which must also involve non IMT Resource will now be requested. LCC Corporate templates will be reviewed however ISO standards aligned industry templates are more typical used as they are common to all suppliers and 3rd parties involved and are requested in that form by 3rd parties							
	Mar 21	Limited	4	0	1	3	0	0
General Ledger	Progress has been made and only a few remaining legacy OS now exist primarily awaiting the completion of Business Change elements, eg The Legal Team transferring to iCaseWorker away from the legacy system, Norwell. The Lifecycle management of Network devices is a rolling program and in 2022 our remote sites program will commence. The post covid network needs to be revised to reflect the changes made to allow home working and this will allow significant simplification of our Access Networks both wired and Wireless. The design work has delayed work commencing to ensure the investment is relevant to the councils needs and reflect the changing property portfolio which is being crystalised by the property team.							
	Mar 20	Substantial	2	0	0	2	0	0
Total	There are 2 outstanding actions relating to cumulative reconciliations and leaver access. These have both been impacted by the delays to the BW project but will continue to be monitored going forward.							
			100	74	5	15	0	6

Audit	Scope of Work	Start Planned Date	Start Actual Date	End Actual Date	Rating
Supporting Families Grants	Review and validation of periodic claims for the Troubled Families programme.	12/04/21	12/04/21	On-going	4 out of 5 audits completed
ICT Privileged Access Management	Review to confirm that the allocation and use of privileged access rights is restricted and controlled.	06/05/21	28/06/21		Draft Report Stage
Maintained Schools	Delivery of internal audit to maintained schools that 'buy-back' our services. This covers key areas of governance and financial control.	12/10/21	12/10/21	On-going	6 out of 8 audits completed
Highways grant	To confirm compliance with Grant funding criteria	09/07/21	09/07/21		Completed
BSOG grant	To confirm compliance with Grant funding criteria	15/07/21	15/07/21		Completed
Adults Safeguarding response to Covid	Review how government guidance was been complied with and provide assurance that the Council has maintained robust safeguarding arrangements through the Covid 19 Pandemic.	18/08/21	18/08/21		Fieldwork stage
Trade Union Facility Time Review	Assurance that the raising, approving, recording and reporting of time taken off for trade union activities is operating as intended.	01/08/21	16/08/21		Draft Report
Transformation programme – Transformation Steering Board	Support and advice to the project overseeing the future Transformation developments	01/04/21	01/04/21		Ongoing work over the year

Audit	Scope of Work	Start Planned Date	Start Actual Date	End Actual Date	Rating
Payroll	Key financial system – testing and analytical review required to provide assurance that appropriate controls are working effectively and compliance with policy and legislation is maintained.	01/02/22	26/01/22		Fieldwork stage
Key Control Testing – General Ledger, Accounts Payable, Accounts Receivable, Pensions Administration, Bank Reconciliation	Testing and analytical review of key systems that support the running of the Council's business and ensure compliance with corporate policies and legal requirements	13/12/21	23/12/21		Various stages of completed
Better Care Fund	Assurance over the management of the fund, it's use and the appropriateness of expenditure as per the Section 75 and other agreements	22/06/21	22/06/21		Completed High
Property Repairs and Maintenance Budgets	To follow up and confirm that the recommendations from the previous capital contract report have been implemented, and to review and provide support and advice on the Repairs & Maintenance budget setting process.	22/12/20	01/04/21		Completed
Foster Carers	To confirm that there are robust processes / checks over the recruitment of foster carers and that these processes are followed in practice.	28/01/22	28/01/22		Draft Report Stage

Audit	Scope of Work	Start Planned Date	Start Actual Date	End Actual Date	Rating
IMT Cloud Hosted Services	Review recent instances of cloud/hosted services to establish the due diligence undertaken and the security deployed through that arrangement.	04/02/22	04/02/22		Fieldwork Stage
Transport Connect	Review of the Governance and oversight processes that are in place within Transport Connect to confirm that Members and Senior Management are aware of issues that may impact the Council and the company.				Draft Report Stage
LFR Expenses	To provide assurance around the effectiveness and efficiency of the employee expense reimbursement process at Lincolnshire Fire & Rescue Service, to ensure it is compliant with policies, procedures, and guidelines.	01/04/21	27/04/21	20/07/21	Completed Substantial Assurance
LFR Governance Review	Seeking assurance around the governance roles and processes in place within the Directorate.	26/10/21	26/10/21	09/02/22	Completed Substantial
Financial Resilience	Assurance that the medium term financial strategy supports financial resilience as the Council moves from pandemic arrangements to recovery and business as usual.	01/02/2022	01/02/2022		Fieldwork stage

AUDIT	PROGRESS / STATUS	INCLUDED IN 2022/23 PLAN	RATIONALE
ICT – Starters, Movers, Leavers	Deferred – agreed with management	Yes	Included in call off list for 2022/23
ICES Follow Up Audit	Deferred	No	Agreed that full audit to be delivered at a later date
Cross Cutting – Contract Management	Deferred – audit research and scoping undertaken	Yes	Scheduled for April – September 2022
Cross Cutting – Governance Review	Deferred due to Leadership & Culture project being undertaken through HR.	Yes	A review of governance processes is scheduled to be undertaken later in 2022/23
Economic Development	Currently in the scoping phase. Fieldwork will be completed throughout April	Yes	The original audit has been split into 2 separate audits (allocation of Covid business grants and capital project decision making) and will be rolled forward to the 2022/23 plan due to the timeframe for the work
Financial Assessments	Currently in the scoping phase. Fieldwork is due to take place in April 2022	Yes	Audit in progress and will be rolled forward to the 2022/23 plan
Grant Work – Post payment counter fraud	Currently in the scoping phase	Yes	This will be combined with the work on Economic Development and will be rolled forward to the 2022/23 plan due to the timeframe for the work

AUDIT	PROGRESS / STATUS	INCLUDED IN 2022/23 PLAN	RATIONALE
Grant Work – Post payment counter fraud	Currently in the scoping phase	Yes	This will be combined with the work on Economic Development and will be rolled forward to the 2022/23 plan due to the timeframe for the work