

**Shared Audit and Investigation Service**  
**Wokingham Borough Council Performance Report**  
**2017/18 to 31 December 2017**  
**Audit Committee 7<sup>th</sup> February 2018**

**2017/18 Quarterly Progress Report (to 31 December 2017)**

**1. Introduction**

- 1.1 This report summarises the work of the Shared Audit and Investigation Service to 31 December 2017 and includes within it specific work undertaken in quarter 3 (1 October to 31 December 2017).

**2. Internal Audit**

Performance against Audit Plan to 31 December 2017

- 2.1 Appendix A(I) presents progress made against the revised 2017/18 Internal Audit and Investigation Plan, approved at the meeting of this Committee on 8<sup>th</sup> February 2017. Progress is reported as at the 31 December 2017 and the Audit and Investigation Plan is being managed to take account of developments regarding the 21<sup>st</sup> Century Council initiative to ensure that our audit work is focussed on assisting the organisation to achieve its objectives and to add value.
- 2.2 As at 31 December 2017 there were 10 audits carried forward from 2016/17 all at final report stage. For 2017/18 audits, 3 are at final report stage, 5 are at draft report stage, 9 are work in progress and there are 3 grant certifications. One school has taken up the opportunity to improve their audit opinion category from the 2<sup>nd</sup> highest to the highest between the issuing of the draft report and the issuing of the final report.

Third Category Audit Opinion Reviews

- 2.3 There has been one audit report finalised that has received the 3<sup>rd</sup> category of audit opinion during quarter 3 in respect of the 2016/17 Housing Rents follow up audit that was carried forward in to 2017/18. The Committee received an update from the service at its last meeting noting the management actions being taken to address areas of concern. These will be included in the Housing Rents follow up audit review which is to take place in quarter 4. The other audit area receiving the 3<sup>rd</sup> category of audit opinion was debtors which was previously reported to the Committee in September 2017.
- 2.4 Where concerns are classified as being Very High or High that have been tolerated by management, these are highlighted to the Audit Committee. There have been no cases of Very High or High concerns being tolerated by management.
- 2.5 No contingency days have been used in quarter 3.

### **3. Corporate Investigations**

- 3.1 The revised 2017/18 Audit and Investigation Plan, following the 21 Century Council restructure, resulted in reduced coverage of this work compared with previous years.
- 3.2 The Investigations Team performance up to the end of December 2017 covers the recovery of 3 houses totaling a value of £54,000 of notional savings which are the value placed on the fraud by the “Fighting Fraud and Corruption Locally” publication issued by the CIPFA Counter Fraud Centre and “Protecting the Public Purse”.
- 3.3 Table 1 gives a summary of other investigations requested to be undertaken by the Shared Audit and Investigation Service during the period.

**Table 1**

Investigation Type	Outcome
1 Fact Finding Investigation (School)	In progress

#### Anti Fraud and Anti Corruption Policies

- 3.4 The Council’s Anti Fraud and Anti Corruption Policies have been updated and have been presented to this committee in the Review of the Council’s Anti Fraud and Anti Corruption Policies report as a separate agenda item.

#### Regulation of Investigatory Powers Act

- 3.5 On 17<sup>th</sup> January 2017 the council received an Office of Surveillance Commissioner’s inspection of the arrangements made by the council to secure compliance with the statutory provisions which govern the use of covert surveillance. Two recommendations were made within the report. These included updating the council’s policy and procedures and arranging refresher training for appropriate officers across the council. Both recommendations were completed by the end of December 2017.
- 3.6 No new investigations have been undertaken during quarter 3 in 2017/18 that has required Regulation of Investigatory Powers Act surveillance approval to be requested.