

**INTERNAL AUDIT EXTERNAL ASSESSMENT 2017/18 PROGRESS REPORT ~ WORCESTERSHIRE INTERNAL AUDIT SHARED SERVICE.**

Relevant Portfolio Holder	Councillor Tom Baker-Price
Portfolio Holder Consulted	Yes
Relevant Head of Service	Chris Forrester, Financial Services Manager
Ward(s) Affected	All Wards
Ward Councillor(s) Consulted	No
Key Decision / Non-Key Decision	Non–Key Decision

**1. SUMMARY OF PROPOSALS**

- 1.1 To present:
- the External Assessment progress report for Worcestershire Internal Audit Shared Service

**2. RECOMMENDATIONS**

- 2.1 **The Committee is asked to RESOLVE that the report be noted.**

**3. KEY ISSUES**

**Financial Implications**

- 3.1 There are no direct financial implications arising out of this report.

**Legal Implications**

- 3.2 The Council is required under Regulation 5 of the Accounts and Audit Regulations 2015 to “undertake an adequate and effective internal audit of its accounting records and of its system of internal control in accordance with the proper practices in relation to internal control”.

**Service / Operational Implications**

- 3.3 Although not a statutory requirement all Internal Audit Services are obliged to comply with the Public Sector Internal Audit Standards 2013 as amended and undergo an independent external assessment every 5 years to ensure compliance with the Standards.
- 3.4 An independent assessor was procured after using a soft marketing and competitive quotation approach. Peers were consulted and references taken up in regard to any previous assessment work that had been

undertaken in other authorities and the outcome in regard to the successful bid. Tilia Solutions were appointed for the Worcestershire Internal Audit Shared Service Assessment. The review was undertaken by the independent assessor during early October 2017 and a report was produced identifying areas which would enhance the Internal Audit Service provision overall. The final report was presented on the 20th October 2017.

- 3.5 The report was presented to the Client Officer Group during November 2017. The key outcomes of the assessment were:
- The Service is solid and reliable
  - Nothing wrong
  - No areas of non compliance were identified
- 3.6 The report identified a number of recommendations, compliance and suggestions to further enhance the Service. These have been accepted by the Head of Internal Audit, discussed with the Client Officer Group and an action plan formulated in order to satisfy all the points rather than solely the recommendations. It was decided, after due consideration, by addressing all the points it would benefit the Service overall. An action plan was formulated using an extract of the report as the basis to work. Reasonable progress has been made to date in order to satisfy a number of the points with others progressing well. It is planned that progress against the report will be reported before Committee twice a year until all the points identified have been satisfied.
- 3.7 A copy of the Tilia Solutions report can be found at Appendix A.
- 3.8 An extract of the report, action plan and progress to date can be found at Appendix B.

#### **4. RISK MANAGEMENT**

The main risks associated with the details included in this report are:

- The recommendations are not addressed sufficiently to satisfy requirements thus impacting on the service provision in the longer term.

#### **5. APPENDICES**

- Appendix A provides a copy of the External Assessment Report delivered by Tilia Solutions.
- Appendix B provides the action plan and current position

**6. BACKGROUND PAPERS**

Tilia Solutions External Assessment Report

**7. KEY**

N/a

**AUTHOR OF REPORT**

Name: Andy Bromage  
Head of Internal Audit Shared Service,  
Worcestershire Internal Audit Shared Service  
Tel: 01905 722051  
E Mail: [andy.bromage@worcester.gov.uk](mailto:andy.bromage@worcester.gov.uk)