

AGENDA ITEM: 7 Page nos. 41-88

Meeting	Audit Committee
Date	20th June 2006
Subject	Internal Audit Annual Report 2005-6
Report of	Chief Internal Auditor
Summary	The Committee is asked to note the 2005-6 Internal Audit Annual Report and appendices.

Officer Contributors	Chief Internal Auditor
Status (public or exempt)	Public
Wards affected	N/A
Enclosures	<p>Appendix A: 2005/6 Internal Audit Annual Report</p> <p>Appendix B: 2005/6 Internal Audit Detailed Risk Analysis Summary</p> <p>Appendix C: 2005/6 Internal Audit Performance Indicators</p> <p>Appendix D: 2005/6 Internal Audit Annual Audit Plan Update</p>
For decision by	Audit Committee
Function of	Council
Reason for urgency / exemption from call-in (if appropriate)	N/A

Contact for further information: Michael Bradley, Chief Internal Auditor 020 8359 7151

1 RECOMMENDATIONS

- 1.1 That the Committee note the contents of the report and the actions being carried out by the Internal Audit team to address deficiencies.**
- 1.2 That the Committee consider whether there are any areas on which they require additional action.**

2 RELEVANT PREVIOUS DECISIONS

- 2.1 The Audit Committee on 4th April 2006 included in the work programme for 2006-7, the Internal Audit Annual Report for 2005-6.
- 2.2 The Audit Committee on 15 February 2006, having noted the Internal Audit 2004-5 Annual Report Update, instructed the Chief Internal Auditor, in future, to provide progress reports to the Committee on any areas where, in his professional opinion, no significant progress has been made by management in addressing audit findings, and that, in such circumstances, the Chief Internal Auditor be required to bring forward recommendations to the Committee (which it might accept or reject) on possible courses of action to achieve the required progress, which could include in exceptional circumstances calling the relevant Head of Service and, or Cabinet Member to attend and explain the situation to the Committee.

3 CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.1 The Council is committed to Best Value and to show that services represent value for money and that there is a continuous drive to improve quality, efficiency and effectiveness of the service (Corporate Plan).

4 RISK MANAGEMENT ISSUES

- 4.1 The purpose of the Internal Audit Annual Report 2005-6 is to highlight to the Chief Executive, Audit Committee, lead member, Corporate Management Team and External Audit, the findings of Internal Audit work conducted in 2005-6 (for work that has not previously been reported in the 2005-6 Interim Annual Report).
- 4.2 The report identifies those areas which are of significant risk in the work undertaken by Internal Audit during this period.

5 FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

- 5.1 None directly as a result of this report but it is for management to determine whether addressing any of the risks identified by internal audit reports will require additional resources.

6 LEGAL ISSUES

6.1 None

7. CONSTITUTIONAL POWERS

7.1 Constitution Part 3 Paragraph 2 details the functions of the Audit Committee including "To consider the Head of Internal Audit's annual report and opinion, and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements".

8. BACKGROUND INFORMATION

Introduction

8.1 The report provides summary details of all Internal Audit reports which have been agreed and finalised with clients as at 16 May 2006. The report also identifies and gives more detail on those areas which are of significant risk. This is a planned report within the 2006/07 work programme for this Committee.

Executive Summary

8.2 Although it is impractical to give an overall opinion on the control environment, generic control weaknesses are identified in the analysis document at Appendix B. 2005-6 was the first full year where Internal Audit reports highlighted risks and sought mitigating actions from management rather than making recommendations. As can be seen, the most recurring areas of weakness are:

- Either no or inadequate policies and procedures (28 instances out of a total 182 reported risks made).

Findings in this area do not necessarily mean that policies and/or procedures do not exist but that improvements or additions to existing policies and/or procedures may be required.

The generic risks that result from these omissions include potentially: lack of consistency; standards not being set, understood or complied with; loss of knowledge due to staff changes; increased training time for new staff.

- Inadequate monitoring controls over resources (23/182)

The generic risks that result from these omissions include potentially: failure to achieve optimum benefit from resources; management unaware of misuse of resources or potential adverse budget circumstances;

- Inadequate data entry arrangements (22/182)

The generic risks that result from these omissions include potentially: ineffective decision making based on inadequate information; adverse external inspection finding on data integrity.

- Lack of monitoring, budgeting and administrative controls (20/182)

The generic risks that result from these omissions include potentially: service objectives not being met efficiently and effectively due to an inadequate control environment.

- 8.3 We have agreed management action to address weaknesses recorded in the respective reports, which, if implemented, will improve the overall control environment.
- 8.4 31% of risks were assessed by internal audit as ‘Priority 1’, signifying that there was a ‘significant risk that either objectives will not be met efficiently and effectively or that fraud or irregularity is unlikely to be prevented or detected’.
- 8.5 68% of risks were ‘Priority 2’, signifying ‘only limited assurance that objectives will be met efficiently and effectively and that fraud or irregularity will be prevented or detected’.

Follow-ups

- 8.6 All Internal Audit work is followed up as a matter of course. The annual report provides summaries of the findings at follow-up audits. Follow-ups indicate how the level of audit assurance has changed as a result of management implementation of agreed actions. Details of the assurance revisions on the 28 follow-ups conducted in the report period are detailed below. Whilst it is encouraging that 19 of the areas are now at a ‘satisfactory’ level of assurance, it needs to be noted that 9 remain at ‘limited’ indicating that further management action is required to fully implement agreed actions or mitigate identified risks.

Analysis of Assurance Levels on Follow-up	No.
No assurance still no assurance	0
Limited assurance still limited assurance	8
Satisfactory assurance to limited assurance	1
No assurance to limited assurance	0
No or limited assurance to satisfactory	11
Satisfactory assurance still satisfactory assurance	8
Total	28

Corporate Governance and Risk Management

Corporate Governance

- 8.7 We conducted a corporate governance review in 2002-3. The follow-up review was completed in 2003-4 and concluded that significant improvements have been made but identified that further improvements are required regarding performance management, risk management and financial systems. We will be conducting a full review of corporate governance arrangements again in 2006-7.

Risk Management

- 8.8 We undertook a formal audit of the processes and arrangements in place to deliver an embedded risk management structure in 2003-4. The overall conclusion was limited assurance that objectives would be achieved as implementation was at an early stage. The Council's external auditors, Robson Rhodes, conducted a further full audit of Risk Management in 2005-6 which included following up the recommendations made in the Internal Audit report. We have relied on the work of external audit in this area. External Audit's final report came to the conclusion that:

'The current arrangements and processes form a good foundation for further developing risk management so that the areas for improvement identified during our review can be addressed.'

The action plan from that review is being taken forward by the newly assigned Corporate Risk Manager. A further full review of the revised arrangements will be undertaken in 2006-7. We are satisfied, however that significant progress is being made following the transfer of responsibility to Resources. In particular, the introduction of an 'Internal Control Checklist' and 'mini – Statement of Internal Control' for each service has focused attention further on embedding risk management policy and processes.

- 8.9 As part of our contribution to embedding risk management, Internal Audit have adopted a new approach to reporting. From 1 April 2005, we stopped making recommendations in reports, instead highlighting the risk associated with the finding from the audit. The management action required to address this risk is then discussed and agreed at the relevant exit meeting. We remain flexible, though, and when clients request recommendations from us, we provide them as 'suggested recommendations'. We will be formally reviewing this approach in 2006/7 although feedback so far has been almost entirely positive.

Anti-Fraud Work

- 8.10 The Corporate Anti Fraud Team (CAFT) was set up on 1 April 2004. Internal Audit continues to liaise closely with the team to ensure that maximum improvements are delivered to the Council's control environment.

8.11 The Internal Audit/CAFT protocol has been reviewed in April 2006. Internal Audit now formally review any residual risk and control issues which result from CAFT investigations.

8.12 CAFT report independently to the Audit Committee.

9. LIST OF BACKGROUND PAPERS

9.1 None

Legal: MM

CFO: CM

Appendix A

Internal Audit Annual Report 2005/6

For a copy of this appendix please telephone 020 8359 2205

Appendix B

Client Service	Audit Project	IIA Category					Detailed Risk Analysis Annual Report 2005/06																				Total	Priority 1	Priority 2	Priority 3											
		1	2	3	4	5	The integrity of information/data is unreliable.				Assets are not adequately safeguarded.				Resources not used economically or effectively					Non Compliance with Policies, Laws and Regulations.			Objectives & Goals not achieved.																		
							1. Lack of monitoring, budgeting and administrative controls.	2. Management reports not generated or they give inadequate results.	3. Data entered into the system is flawed hence output is inaccurate.	4. The records and accounts are not updated on regular basis.	1. Inadequate controls over the Council's assets.	2. Inadequate physical controls over the Council's assets.	3. The council's assets are not stored in a secured location.	4. Access into computer system is not password restricted.	5. Inadequate authorisation procedures.	1. Work undertaken or records produced are being duplicated.	2. The procedures established are not maximising returns on the Council's assets.	3. The procedures established are making a loss.	4. The procurement process does not achieve Best Value.	5. Inadequate monitoring controls over resources.	1. There are either no or inadequate policies and procedures.	2. Non compliance with the Council's constitution.	3. Non compliance with Statutory Legislation and Regulations.	1. There is no overall strategy for the service.	2. Inadequate monitoring of management information.	3. The roles and responsibility of the staff providing the service are unclear.					4. Stakeholders have inadequate feedback from the service provider.										
Law & Probity	Births, Deaths & Marriage Certificates	0	0	1	1	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	0				
Law & Probity	Money Handling	1	1	1	1	1	5	0	0	0	1	1	0	0	0	0	0	0	1	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	5	0	5	0		
Law & Probity	RDT System	2	1	0	2	0	5	0	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	5	2	3	0			
Law & Probity	Review of the Constitution (final draft)	2	0	3	2	2	9	2	0	0	0	0	0	0	0	0	0	0	0	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0	9	0	
Resources: Strategic Services	IS Developments Review	0	0	1	0	3	4	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	1	3	0	
Resources: Strategic Services	IS Strategy	0	0	0	0	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	1	2	0
Resources: Strategic Services	Letting of Contracts/DPRs (final draft)	2	0	1	2	1	6	1	0	0	1	0	0	0	0	0	0	0	0	0	1	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	6	1	5	0	
Resources: Strategic Services	Treasury Management	0	1	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0
Resources: Shared Services	Cash Collection Axis	10	0	1	2	0	13	1	1	5	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13	4	8	1
Resources: Shared Services	Content Management systems project	1	0	2	1	2	6	1	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	6	2	4	0	
Resources: Shared Services	Council Tax	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	1	0
Resources: Shared Services	Freedom of Information Act 05/06	2	0	1	7	0	10	0	2	0	0	0	0	0	0	0	0	0	0	0	0	6	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	10	2	8	
Resources: Shared Services	LG Pensions Service 05/06	5	0	3	1	0	9	2	1	2	0	0	0	0	0	0	1	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	2	7	0	
Resources: Shared Services	Management Letter (1) – MCS Phase 2 – E-Tendering, Authorisations and Training	2	2	0	0	1	5	0	0	1	1	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	2	3	0
Resources: Shared Services	MOI Management Letter 1 - Project Progress	2	1	0	0	0	3	1	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	3	0	
Resources: Shared Services	NNDR	4	0	0	2	0	6	2	0	1	1	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	1	5	0	
Resources: Shared Services	Pericles - Management Letter - Emerging issues	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0
Resources: Shared Services	Pericles Management letter - Project Progress	6	0	3	0	1	10	0	0	6	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	3	7	0
Community Services	ALMO Monitoring	1	1	0	0	3	5	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	1	4	0	
Community Services	Affordable Housing	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0
Community Services	Direct Payments	5	1	7	6	4	23	3	0	0	2	0	0	0	0	0	1	0	1	3	0	3	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23	14	9	0
Community Services	Housing Benefits 05/06	2	0	0	1	0	3	1	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	3	0	
Community Services	Information Management/SWIFT 05/06	2	0	2	0	1	5	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	2	3	0
Community Services	Contract Management	1	0	5	0	0	6	1	0	0	0	0	0	0	0	0	0	0	0	0	2	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	6	4	2		
Community Services	Review of 2005-06 BVPIs	1	0	0	0	1	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	0	0	
Community Services	Strategic Health Partnership (final draft)	3	0	1	2	4	10	1	1	0	1	0	0	0	0	0	0	0	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	3	7	0	
Children's Services	Research & Management Information I (final draft)	2	0	2	1	1	6	2	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	1	5	0	
Environment	Controlled Parking 04/05	0	2	8	0	4	14	0	0	0	0	0	0	1	0	1	0	2	3	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14	4	9	1
Environment	Trading Standards	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	0	0
Environment	Transport for London	2	1	1	1	0	5	1	0	0	1	0	0	0	0	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	1	4	0	
TOTALS		58	11	44	34	35	182	20	5	22	11	3	1	2	0	5	1	8	8	4	23	28	2	4	10	15	7	3									182	57	123	2	
																												% of total	31%	68%	1%										

Internal Audit Performance Indicators 2005-6 @ 16th May 2006

PI Ref	PERFORMANCE INDICATOR	TARGET 2005/06	Position at end of:			
			Q1 2005/06	Q2 2005/06	Q3 2005/06	Q4 2005/06
1	Percentage of systems audits completed by end of March 2006, compared to what was planned.	84% (annual - cumulative)	0% complete or at draft report 20% at various stages of work in progress	10% complete or at draft report plus 35% at various stages of work in progress	29% complete or at draft report plus 56% at various stages of work in progress	83% complete or at draft report plus 17% at various stages of work in progress Note: By 16/05/06 91% of audits were completed plus 9% WIP
2	Percentage of Audit reports followed up within 12 months of issue of final report	100% (annual & cumulative)	0% complete or at draft report 17% at various stages of work in progress	30% complete or at draft report plus 18% at various stages of work in progress	55% complete or at draft report plus 43% at various stages of work in progress	98% complete or at draft report plus 2% at various stages of work in progress

2005/06 Annual Audit Plan Update @ 16th May 2006

Notes:

1. Audit work highlighted in **bold** is additional work not shown on original 2005/06 Audit Plan which includes:

Newly commissioned work 2005/06

Work carried forward from 2004/05

Work deferred from 2004/05

2. Under 'Original Quarter Planned' numbers in brackets indicate original start quarter for jobs which have been moved.

3. Under 'Title of Audit/Project' titles in italics indicate that the audit has been renamed.

4. Under 'Job Type' the key is as follows:

S = System

KS = Key System

KC = Key Control

F = Follow-up

P = Project

CF = Carry Forward job

ML = Management Letter

Service	Original Quarter Planned	Title of Audit/Project	Job Type	Status
CORPORATE SUPPORT including Corporate Performance Office, Consultation & Communications				
CPO CPO CPO	CF 2004/5 CF 2004/5 2	Corporate Governance Corporate Plan Partnership Arrangements	S F F	Closed for 2005/06 Issued 19/07/05 Issued 17/10/05
CPO CPO CPO	3 3 4 (2)	Central Complaints Corporate Governance 05/06 Consultation	F S S	Deferred to Q1 2006/07 at client's request Deferred to Q2 2006/07 Deferred to Q2 2006/07 at client's request
CPO	4 (2)	Community Plan	S	Cancelled as a revised CP strategy in place; management no longer consider this a high risk area.
LAW & PROBITY including CAFT, Democratic Services, Elections & Land Charges, Legal, Overview & Scrutiny and Registrars				
Legal Legal	1 3	Money Handling RIPA (Covert Surveillance)	S F	Issued 17/05/06 Issued 13/02/06
CAFT CAFT CAFT CAFT CAFT CAFT	4 4 Closed Closed Closed Closed	CAFT Verification Framework Business Continuity 05/06 Emergency Planning Service Phase I Emergency Planning Service Phase II Money Laundering	F F P P P P	Issued 25/01/06 Issued 25/01/06 Project closed & audit scheduled for Q3 2006/07 Issued 05/09/05 Project closed & audit scheduled for Q3 2006/07 Project closed & audit scheduled for Q4 2006/07
DS DS	2 3 (1)	Constitution RDT System (<i>Trove Replacement System</i>)	S S	FR stage Issued 25/04/06
E&LC	2	Elections	S	Issued 29/11/05
E&LC	2	Municipal Elections	S	Deferred to Q4 2006/07 at client's request
Reg	4 (3)	Births, Deaths & Marriage Certificates	S	Issued 16/05/06
O&S	4	Scrutiny	F	Issued 14/03/06

Service	Original Quarter Planned	Title of Audit/Project	Job Type	Status
RESOURCES: STRATEGIC SERVICES including Strategic Finance, SPT, Strategic HR, IS Strategy and Property Services				
SF	2	Treasury Management 05/06 inc 04/05 f-up	KS+F	Issued 06/01/06
SPT	1	Strategic Procurement Team	F	Issued 27/09/05
SPT	3	Letting of Contracts/DPRs	S	FR stage
Strat HR	CF 2004/5	Equalities 04/05	F	Issued 06/09/05
Strat HR	CF 2004/5	Use of Consultants	S	Issued 04/10/05
Strat HR	3 (1)	Equalities 05/06	S	Briefing document issued 31/03/06
Strat HR	3	Safer Recruitment	S	DR stage
Strat HR	4	Use of Consultants	F	Deferred to Q2 06/07 due to timing of recommendations
Strat HR	4	Transfer/Closure of Skills Training	F	Cancelled as Dir of Res to update BT on outstanding issues.
IS Strat	2	IS Development Review (KC)	S	Issued 11/05/06
IS Strat	2	IS/IT Strategy	S	Issued 01/03/06
PS&V	CF 2004/5	Management of Shops	S	Issued 19/09/05
PS&V	3	Disposals & Capital Receipts	F	Issued 16/05/06
PS&V	4	Management of Shops	F	Deferred to Q2 06/07 due to timing of recommendations
RESOURCES: SHARED SERVICES including Shared Service Centre, Infrastructure & IS Ops, Revenues, Finance Support Services, Corporate Services and Shared HR Services				
SSC	CF 2004/5	Document Management Systems	S	Issued 29/07/05
SSC	1	Content Management System	S	Issued 19/01/06
SSC	Closed	Electronic Social Care Records	P	Issued 27/02/06
SSC	Closed	e-Tendering (Blueprint Stage)	P	Input into MCS Phase II project only
SSC	Closed	MCS Phase I	P	ML3 issued 22/06/05 & ML4 issued 29/09/05
SSC	Closed	MCS Phase II: Authorisation	P	Issued 29/03/06
SSC	Closed	MCS Phase II: e-Tendering	P	Issued 29/03/06
SSC	Closed	MCS Phase II: Procedures	P	Issued 29/03/06
SSC	Closed	MCS Phase II: Training	P	Issued 29/03/06
SSC	Ongoing	Modernising Our Infrastructure (<i>Infrastructure Transformation Project</i>)	P	ML1 issued 30/03/06 & project re-opened for 2006/07

Service	Original Quarter Planned	Title of Audit/Project	Job Type	Status
SSC	Ongoing	Service Desk	P	Project closed & re-opened for 2006/07
SSC	3	Document Management Systems	F	Deferred to Q1 06/07 due to timing of recommendations
I&S Ops	CF 2004/5	Operating Systems	S	Issued 23/09/05
I&S Ops	2	Anti-virus Control	F	Issued 18/01/06
I&S Ops	2	Freedom of Information Act 05/06	S	Issued 20/05/06
I&S Ops	2	Mobility	S	Issued 08/11/05
I&S Ops	1	Computer Misuse & Law (KC)	S	Deferred to Q2 06/07 due to timing of recommendations
I&S Ops	3	Operating Systems	F	Deferred to Q2 06/07 due to timing of recommendations
I&S Ops	4 (2)	E-mail 05/06	S	Deferred to Q1 06/07 at client's request
I&S Ops	4	Physical & Environmental Review	S	Deferred to Q1 06/07 at client's request
I&S Ops	4	Upgrade Control 05/06 (KC)	S	Deferred to Q1 06/07 at client's request
I&S Ops	2	Mainframe	F	Cancelled as this f-up will be covered in the Position Statement Prep f-up process
Revs	CF 2004/5	Bailiffs	S	Issued 16/08/05
Revs	2	Cash Collection Axis System	S	Issued 01/03/06
Revs	2	Council Tax 05/06 (KC) inc 04/05 follow-up	KS+F	Issued 23/03/06
Revs	2	NNDR 05/06	KS	Issued 14/03/06
Revs	3	Cashiers	F	Issued 10/01/06
Revs	4 (2)	Debt Management/Debtors 05/06	KS	DR stage
Revs	Ongoing	Pericles: Council Tax	P	ML1 Issued 28/02/06 & project re-opened for 2006/07
FSS	CF 2004/5	Banking (KC)	S	Issued 03/08/05
FSS	CF 2004/5	Budgetary Control 04/05	F	Issued 28/09/05
FSS	CF 2004/5	Capital Expenditure	F	Issued 17/10/05
FSS	2 (4)	Milly Apthorpe 05/06	S	Issued 07/09/05
FSS	3	BACs 05/06	S	DR stage
FSS	3	Creditors 05/06 inc 04/05 follow-up	KS+F	DR stage
FSS	3	VAT 05/06 (KC) inc 04/05 f-up	S+F	DR stage
FSS	4	Cashbook Reconciliation & Banking (KC)	KS+F	DR stage
FSS	4 (3)	Financial Systems & General Ledger 05/06	KS+F	FW stage
FSS	4	Pensions	F	Issued 25/01/06
FSS	4	Prudential Framework	F	Issued 13/02/06
FSS	4	Stock Systems	F	Issued 23/03/06
FSS	4	Valuation & Accounting for Fixed Assets	F	FR stage
FSS	Ongoing	Grants 05/06	P	Project closed & re-opened for 2006/07

Service	Original Quarter Planned	Title of Audit/Project	Job Type	Status
FSS	3	Budgetary Control 05/06	S	Deferred to Q1 2006/07 at client's request
FSS	3	Property Asset Management	S	Deferred to Q3 2006/07 at client's request
FSS	3	Purchasing Cards	S	Deferred to Q1 2006/07
FSS	4	External Audit Issues (SAS 610)	F	Cancelled as original ML contained no recommendations
FSS	4	Grants	F	Cancelled as no follow-up required
Corp Serv	3	Marketing, Printing & Design	F	Issued 07/03/06
Shared HR	2	Health & Safety	F	Issued 27/09/05
Shared HR	2	Teacher's Pensions	F	Issued 13/02/06 - to be re-issued following transfer of responsibilities
Shared HR	3 (1)	Payroll 05/06 inc 04/05 F-up	KS+F	DR stage
Shared HR	4 (3)	LG Pensions Service 05/06 inc 04/05 follow-up	KS+F	Issued 13/04/06
Shared HR	3 (1)	Devolved HR Operations	S	Deferred to Q3 06/07 at client's request due to restructure
Shared HR	4	Recruitment Phase I	S	Deferred to Q1 06/07 at client's request
RESOURCES: ORGANISATIONAL DEVELOPMENT & CUSTOMER SERVICES including Customer Services, Organisational Dev't & Change Management and Information Observatory				
CS	CF 2004/5	e-Government	S	Issued 28/10/05
CS	4 (3)	Customer Care (<i>Customer Relationship Mngt</i>)	S	Deferred to Q3 06/07 at client's request
CS	4	e-Government	F	Deferred to Q3 06/07 due to timing of recommendations
CS	4 (3)	Web Content Management (<i>Intranet 05/06</i>)	S	Deferred to Q3 06/07 at client's request
I Obs	1	Position Statement Preparation follow-ups	F	Position statement 1 issued 31/03/06, position statement 2 FW stage.

Service	Original Quarter Planned	Title of Audit/Project	Job Type	Status
CHILDREN'S SERVICES: Children & Families and Education				
C&F C&F C&F C&F C&F	CF 2004/5 1 1 3 Closed	Social Work for Children at Home Looked After Children Out of Hours Service (<i>Laming Report</i>) Hospital Social Work Children's Act	F S F F P	Issued 05/12/05 Closed for 2005/06 & new audit scheduled for Q4 06/07 Issued 6/12/05 Issued 25/01/06 Project closed for 2005/06 & new audit scheduled for Q3 06/07
C&F	4	Looked After Children	F	Deferred to Q4 2007/08 as audit rescheduled for Q4 2006/07 (<i>Prev Soc Work for Children in Care</i>)
ED ED ED ED ED	CF 2004/5 1 2 3 Ongoing	Research & Management Information I Music Service Education Finance Exclusions Primary Schools Capital Programme	S F S F P	FR stage Issued 27/09/05 DR stage Issued 25/01/06 (Deferred from 2004/5) Project closed & re-opened for 2006/07
ED ED ED	3 4 4	HR Data from Schools Human Resources Traded Services Research & Mngt Info I	S S F	Deferred to Q4 06/07 until work of HR Improvement Board Complete Deferred to Q2 2006/07 until work of HR Improvement Board complete Deferred to Q4 2006/07 as audit is still ongoing
ED ED ED	2 3 (2) 4	People's Network Performance Mngt of SEN Spec Services Performance Mngt of SEN Spec Services	S S F	Cancelled as work covered in Branch Libraries audit Cancelled as work would duplicate OFSTED inspection work Cancelled as original audit cancelled

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COMMUNITY SERVICES: Adult Services, Housing & Strategic Development Unit				
AS	CF 2004/5	Community Care Grants Systems	S	Issued 19/08/05
AS	CF 2004/5	Learning Disabilities	F	Issued 31/08/05
AS	CF 2004/5	Older Adults	F	Issued 01/08/05
AS	1	Information Management/SWIFT 05/06	S	Issued 21/11/05
AS	1	Social Services Assessment	F	Issued 16/09/05
AS	2	Direct Payments	S	Issued 19/05/06
AS	2 (1)	Homecare	S	FW stage
AS	2 (1)	(Procurement &) Contract Management	S	ML issued 21/04/06
AS	3 (1)	BVPIs (ASS)	S	Issued 19/04/06
AS	4 (2)	Community Care Income	S	FW stage
AS	4	Recruitment & Retention	F	FR stage
AS	4 (2)	Strategic Planning & Health Partnership	S	FR stage
AS	4	Community Care Grants	F	Deferred to Q2 06/07 due to timing of recommendations
AS	4 (2)	Reviewing Team	S	Deferred to Q2 06/07 as they are reviewing BVPI issues & preparing for an inspection
AS	4 (2)	Drug & Alcohol Purchasing	S	Cancelled due to revision of scope (orig in conjunction with Strategic Planning audit)
HS	1	Affordable Housing	S	Issued 07/02/06
HS	1	Rent Deposit Scheme	F	Issued 27/09/05
HS	2	ALMO Monitoring	S	Issued 28/12/05
HS	2	Housing Benefits 05/06 inc 04/05 f-up	KS+F	Issued 16/05/06
HS	2	Welfare Rights	F	Issued 15/09/05
HS	3	Barnet Homes Monitoring	F	Issued 30/01/06
HS	3	Housing Rents 05/06 (KC)	KS	DR stage
HS	3	Housing Strategy	F	Issued 30/01/06
HS	4	Temporary Accommodation	F	Issued 07/03/06
HS	Ongoing	Pericles: Housing Benefits	P	Issued 28/02/06 & project re-opened for 2006/07
SD	CF 2004/5	Cricklewood & Brent X Regeneration 04/05	P	Issued 27/06/05 & ongoing
SD	Ongoing	Grahame Park Regeneration 05/06	P	Project closed & re-opened for 2006/07
SD	Closed	Cricklewood & Brent X Regeneration 05/06	P	Cancelled as no further input required

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ENVIRONMENT: Environment & Transport and Planning & Environmental Protection				
E&T	CF 2004/5	Controlled Parking 04/05	S	Issued 30/01/06
E&T	CF 2004/5	Domestic Refuse (Waste Collection)	S	Issued 09/09/05
E&T	CF 2004/5	Grounds Maintenance	S	Issued 10/08/05
E&T	2	Highways Maintenance Service	F	Issued 25/01/06
E&T	2	Street Cleaning	F	Issued 18/01/06
E&T	2	Street Enforcement Service	S	DR stage
E&T	2	Vehicle Maintenance	F	Issued 25/10/05
E&T	3	Rechargeable Works & Other Income	S	FW stage
E&T	3 (2)	Transport for London Schemes 05/06	S	Issued 22/03/06
E&T	4	Domestic Refuse (Waste Collection)	F	Issued 19/04/06
E&T	4 (1)	ECT Contract Monitoring	S	DR stage
E&T	4	Prudential Borrowing Roads	F	Issued 25/01/06
E&T	Ongoing	PFI Roads, Pavements & Streetlights 05/06	P	Project closed for 2005/06 & re-opened for 2006/07
E&T	Closed	Waste Minimisation	P	Project closed for 2005/06 & audit scheduled for Q3 06/07
E&T	2	Grounds Maintenance	F	Deferred to Q1 06/07 due to timing of recommendations
E&T	4	Licenses	F	Deferred to Q3 06/07 due to timing of recommendations
E&T	4 (3)	Parking Control 05/06 (KC)	S	Deferred to Q3 06/07 as 04/05 review completed in January 2006
E&T	4	Refuse Commercial	S	Deferred to Q2 06/07 at client's request
E&T	2 (1)	BVPI 199	S	Cancelled as work would duplicate work being undertaken by E&NS consultants
P&EP	CF 2004/5	Building Control	S	Issued 03/07/05
P&EP	CF 2004/5	Regulatory Services	S	Issued 25/10/05
P&EP	1	Licensing Act 2003	S	Issued 22/11/05
P&EP	1	Trading Standards	S	Issued 24/11/05
P&EP	2	Planning Service	F	Issued 16/09/05
P&EP	3	Fees Income	F	Issued 23/03/06
P&EP	3	Residential Services	F	Issued 27/02/06
P&EP	4	Building Control	F	Issued 30/01/06
P&EP	3	Regulatory Services	F	Deferred to Q2 06/07 due to timing of recommendations
P&EP	4	Planning & Compulsory Purchase Bill	F	Cancelled as management letter contains no recommendations

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BARNET HOMES				
BH	CF 2004/5	HRA Management	S	Issued 04/10/05
BH	1	Budgetary Control (BH)	S	Issued 26/09/05
BH	2	Cash Book Reconciliation (BH)	S	Issued 26/09/05
BH	2	Leasehold Management	F	Issued 15/09/05
BH	2	Saffron Rents Module	F	Issued 17/10/05
BH	2	Viewing & Signing Tenancy Agreements	F	Issued 23/08/05
BH	1	ICT Strategy	S	Cancelled at client's request
BH	1	Partnering/Price Negotiations	P	Cancelled at client's request