

**Gloucester City Council 2022-23 Internal Audit Progress Report - September 2022**

Ref	Plan Quarter	Actual Quarter	Dept.	Audit	Comment	Risk	Status Now	Status Last Quarter	Comments
<b>Completion of 2021-22 Work</b>									
1		1	Communities	Section 202 Reviews	Assurance	Medium	Final Report Issued		Delivered across 2021-22 year end. Reported to July 22 Committee.
2		1	Council Wide	Health and Safety Limited Assurance Second Follow Up	Assurance	High	Final Report Issued		Delivered across 2021-22 year end. Reported to July 22 Committee.
3		1	Culture	Culture Recovery Fund - Round Two	Grants	High	Final Report Issued		Delivered across 2021-22 year end. Reported to July 22 Committee.
4		1	Culture	Culture Recovery Fund - Round Three	Grants	High	Final Report Issued		Delivered across 2021-22 year end. Reported to July 22 Committee.
5		2	Place	Recycling Credits	Assurance	Medium	Draft Report Issued		Carry forward from 2021-22. Conclusion of the activity impacted by the City ICT position. Updated joint draft report issued on 8th August 2022. Draft report to be reviewed by SMT on 30th August 2022.
6		2	Place	Recycling Commodities	Assurance	Medium	Draft Report Issued		
7		1	Policy and Resources	Gloucestershire Airport	Assurance	High	Final Report Issued		Carry forward from 2021-22.
<b>Audit Work Planned for Quarter 1 2022-23</b>									
8	1	1 and 2	Communities	High Street Heritage Action Zone	Assurance	Medium	Field Work Started		Deferred from 2021-22. Audit started April 2022. Management request for audit to be put on hold in May and June 2022 due to resource position. Activity recommenced in July 2022. Outcomes to be reported to November 2022 Committee.
9	1	1 and 2	Communities	CIL and Section 106 Agreements	Assurance	High	Field Work Started		Deferred from 2021-22. Activity outcomes to be reported to November 2022 Committee.
10	1	2	Culture	Blackfriars Turnover Certificate	Assurance	Sign-off	Field Work Started		Planning in Quarter 1 and delivery in Quarter 2. Outcomes to be reported to November 2022 Committee.
11	1	TBC	Culture	Marketing Strategy	Consultancy	Consultancy	Planned		Deferral requested from Quarter 1. Engagement with management continuing to confirm updated risk position and appropriate timing for activity.
12	1	TBC	Culture	Statues and Monuments	Consultancy	Consultancy	Planned		Deferral requested from Quarter 1. Engagement with management continuing to confirm updated risk position and appropriate timing for activity.
13	1	TBC	ICT	Cyber Incident Support	Assurance	High	Planned		Support from ARA on this area is available and accessible. Area discussed at each ARA and Section 151 Officer monthly meeting. Draw down not required as at August 2022.

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14	1	2	Policy and Resources	Agency Staff	Assurance	Medium	Planned		Deferred from 2021-22. Discussions ongoing with service leads to confirm an appropriate start date. September 2022 start likely.
<b>Work Planned for Quarter 2 2022-23</b>									
15	2	2	Communities	Housing Strategy	Assurance	High	Planning		August 2022 start planned.
16	2	N/A	Culture	Culture Recovery Fund - Round Four	Grants	High	Cancelled		Round Four funding not issued by Arts Council. Audit not required.
17	2	2	Culture	Culture Grants (Guildhall and Museum)	Grants	Medium	Planning		September 2022 activity start planned.
18	2	3	ICT	ICT Audits	Assurance	High	Planned		Potential audits to be discussed and confirmed with the Information Governance Board. Quarter 3 start.
19	2	3	Place	Planning Performance and Income	Assurance	Medium	Planned		Deferred from 2021-22. Discussions ongoing with service leads to confirm an appropriate start date. Quarter 3 start likely.
20	2	3	Place	First Homes	Assurance	Medium	Planned		Discussions ongoing with service leads to confirm an appropriate start date. Quarter 3 start likely.
21	2	3	Policy and Resources	Key Financial Controls	Assurance	High	Planned		Activity deferral requested to Quarter 3. Due to Quarter 2 focus on year end and General Ledger system update, following the cyber incident.
22	NEW	2	Policy and Resources	Contain Outbreak Management Fund (COMF)	Grants	High	Final Report Issued		New activity. Grant certification required within July 2022.
23	NEW	2	Policy and Resources	Protect and Vaccinate 2021-22	Grants	High	Final Report Issued		New activity. Grant certification required within July 2022.
<b>Work Planned for Quarter 3 2022-23</b>									
24	3		Climate	Climate and Carbon Reduction	Assurance	High	Planned		Deferred from 2021-22. Activity scope adjusted following updated risk assessment.
25	3		Communities	Homeless Pathway	Assurance	Medium	Planned		
26	3		Council Wide	Contract Management	Assurance	High	Planned		
27	3		Council Wide	Procurement	Assurance	High	Planned		
28	3		Place	City Growth Strategies	Consultancy	Consultancy	Planned		
29	3		Policy and Resources	IR35 (Off Payroll Working)	Assurance	Medium	Planned		
<b>Work Planned for Quarter 4 2022-23</b>									
30	4		Communities	Home Improvement Agency	Consultancy	Consultancy	Planned		
31	4		Council Wide	Leavers Processes (Off-Boarding)	Assurance	Medium	Planned		
32	4		Council Wide	Employee Wellbeing and Retention	Consultancy	Consultancy	Planned		
33	4		Policy and Resources	Asset Management Strategy	Assurance	High	Planned		
34	4		Policy and Resources	Sickness and Absence	Assurance	Medium	Planned		
<b>Work Planned for Throughout 2022-23</b>									
35			Council Wide	Assurance Mapping	Assurance		Planned		To be completed across 2022-23.

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36			Counter Fraud	Counter Fraud	Assurance		Ongoing		Counter Fraud activity progresses throughout the year and is reported at each Committee.

Key

- The audit has started or will start on time.
- The audit commencement has been or is likely to be delayed.
- The audit is not likely to be undertaken in this financial year.

TBC      To be confirmed.  
 N/A      Not applicable.