



**REPORT of
INTERIM CHIEF FINANCE OFFICER**

**to
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE
16 NOVEMBER 2023**

INTERNAL AUDIT REPORT

1. PURPOSE OF THE REPORT

1.1 To present for consideration, comment, and approval by the Committee the following reports issued by BDO LLP, the Council's Internal Audit service provider:-

- Progress Report – 2023/2024 at 9a;
- Follow-Up of Recommendations Report – November 2023 at 9b;
- Cyber Security – August 2023 at 9c;
- Equality, Diversity and Inclusion – October 2023 at 9d;
- Management of Section 106 Funds – October 2023 at 9e;
- Sickness and Absence Management – August 2023 at 9f, and,
- Licensing – October 2023 at 9g.

2. RECOMMENDATIONS

That the Committee considers, comments, and approves the following:

- (i) Progress Report at 9a;
- (ii) Follow-Up of Recommendations Report at 9b;
- (iii) Cyber Security at 9c;
- (iv) Equality, Diversity and Inclusion at 9d;
- (v) Management of Section 2106 Funds at 9e;
- (vi) Sickness and Absence Management at 9f, and,
- (vii) Licensing at 9g.

3. SUMMARY OF KEY ISSUES

3.1 BDO LLP are the Council's contracted Internal Audit Service provider. The Director, Mr. Aaron Winter, fulfils an equivalent role to that of Head of Internal Audit.

- 3.2 The Internal Audit Service is there to provide assurance to the Interim Chief Finance Officer, Management and Members of the adequacy of internal controls and checks in the organisation and to highlight any risks that the Council may be exposed to in its overall and day to day operations.
- 3.3 As such, Internal Audit is independent of Management and operates, performs to and is measured against The UK Public Sector Internal Audit Standards (PSIAS) issued by the Chartered Institute of Public Finance and Accountancy (CIPFA).
- 3.4 The reports attached from BDO at 9a to 9g will be presented to the Committee and discussed by Mr Aaron Winter or his representative on his behalf.

4. CONCLUSION

- 4.1 This report allows the Committee to fulfil its remit of overseeing governance.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2023 - 2027

- 5.1 Internal Audit cuts across the delivery of all priorities in the Corporate Plan.

6. IMPLICATIONS

- (i) **Impact on Customers** – Any impact on customers will be highlighted with the reports in the appendices.
- (ii) **Impact on Equalities** – Any impact on equalities will be highlighted with the reports in the appendices if it is within the scope of the audit work carried out.
- (iii) **Impact on Risk** – Any risks identified as a result of the findings of the internal audit work are highlighted with the individual reports and summarised in the Progress Update and Follow Up of recommendations reports.
- (iv) **Impact on Resources (financial)** – Same comment applies here as for Impact on Risk above.
- (v) **Impact on Resources (human)** – Same comment applies here as for Impact on Risk above.

Background papers: None.

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