

Control	Audit review	Audit scope	Comments	Assurance
Corporate controls				
Governance				
	Corporate performance monitoring.	RACE-based review.	The corporate performance monitoring framework was amended at the start of the year and we now propose to defer this work until 2014/15.	-
	Responses to complaints - compliance with time limits and adequacy of responses.	RACE-based review	This work has not yet begun and will now be deferred.	-
	Members' allowances and expenses, and declarations of interests, gifts and hospitality.	RACE-based review.	We reported in January 2013 that action had been taken to amend the operation of the scheme and that further work was planned to train new elected members, using plain English in the guidance. A further full review of this area has been deferred.	-
	Officers' declarations of interests, gifts and hospitality.	Follow-up of agreed action plan.	This work has not yet begun but will be completed during the year.	
Working in strategic partnership				
	Performance data quality and monitoring of OCL by LCC.	RACE-based review.	Fieldwork is ongoing.	
	Funds flow between LCC and One Connect Ltd.	RACE-based review.	Our fieldwork is complete and a draft report will be issued shortly for consideration by management.	
Legislative compliance				
	Advance consideration of the legal implications of decisions.	Follow-up of agreed action plan.	This work has not yet begun but will be completed during the year.	
	Assessment of the council's compliance with the Working Time Directive.	Data analysis and support to management.	As previously reported, we have undertaken data analysis that suggests that the council employs a number of staff on multiple contracts, or who have additional contracts with the county's schools, or who work additional hours above their contracted hours, and who therefore work on average in excess of 48 hours per week. In three cases we believe that staff have worked in excess of 60 hours per week. These findings have been discussed with One Connect Limited's HR team but, to date, no further action has been taken to develop more effective controls and support to management.	Limited
Information governance				
	Overall corporate arrangements.	Information gathering and assessment.	As the Committee is aware, information governance arrangements are subject to further development and the Internal Audit Service is supporting this work but, at present no assurance can be given that the council's risks are adequately understood and managed.	Nil
Business continuity and emergency planning				
	Corporate arrangements for emergency planning.	Follow-up of agreed action plan.	As already reported, a comprehensive emergency planning framework has been developed and, in particular, the risk assessment process and emergency planning carried out with the Lancashire Resilience Forum demonstrate good practice. Work is continuing to ensure that business continuity plans are effective and to develop the links between the council's business continuity arrangements and those of One Connect Limited relating to the services they provide to the council.	Not applicable: previously substantial
Cross-service controls				
Reablement service				
	The commissioning and provision of reablement.	RACE-based re-review – previously limited assurance.	A review of the arrangements for the assessment of service users and the associated support plans will commence in January 2014.	
Transport				
	Accessible transport arrangements including internal re-charges.	RACE-based re-review.	Audit work on this area was being planned but has now been deferred.	
	Safeguarding children's transport.	RACE-based re-review – previously limited assurance.	As already reported, this work related to the 2012/13 audit plan and the controls in place are now regarded as satisfactory where we have previously been able to provide only limited assurance.	Substantial

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Lone workers				
	Health and safety of lone workers.	RACE-based review.	<p>Detailed guidance and procedures, and generic risk assessments are available relating to lone workers. Significant work has been undertaken by the Corporate Health, Safety and Wellbeing Team in certain operational areas of the council to assess the implementation and operation of arrangements relating to lone workers within services: specific audits of lone workers have been undertaken within the Environment Directorate as well as generic health and safety audits covering lone worker protocols across other directorates.</p> <p>Various local arrangements and procedures are in place across the council, although they do not cover every area that employs lone workers. These local arrangements establish different practices in different directorates and services, but these are generally appropriate to local circumstances. We have been unable to establish in all cases that staff members are aware of and compliant with the local procedures or that the procedures are kept under regular review and are therefore current. However there are some examples of good practice that could usefully be taken and implemented across the whole council under corporate procedures. We also found that a number of risk assessments for lone workers have not been undertaken. There are a number of different support systems in place to monitor the safety of lone workers, using different hardware and software packages. It was intended that the project to rationalise telecare for vulnerable adults would also provide appropriate support to lone workers, but this project is currently in abeyance.</p>	Substantial
Capital programme management				
	Capital programme management.	RACE-based review.	This work has begun and is ongoing within the Environment directorate. Audit work addressing the other directorates will be deferred and undertaken in 2014/15.	
Common controls				
Financial controls				
	Accountable body role; managing grant funding received by the council.	RACE-based review.	This work has not yet begun and will now be deferred until 2014/15.	Substantial
	Grant award and monitoring arrangements: managing grants awarded by the council.	RACE-based review.	This work has not yet begun and it is likely that it will be deferred until 2014/15.	
	Accounts payable.	Compliance testing.	Compliance testing of orders raised during the period April to September 2013 has been completed and work is continuing to test the arrangements operated from September to the end of the year.	
	Accounts receivable.	Compliance testing.	This work has begun.	
	Budgetary monitoring and control.	RACE-based review.	This review will commence in February 2014.	
	Cash and banking.	Compliance testing.	This work has begun.	
	Capital accounting.	RACE-based review	This review will begin in March 2014, and will consider the new Fixed Assets module of Oracle.	
	Expenses payments.	Compliance testing.	Work on mileage payments to staff and teachers has been completed as part of our counter fraud work.	
	General ledger.	Compliance testing.	This work will begin in January 2014.	
	Payroll.	Compliance testing.	This work will begin in January 2014.	
	Treasury management.	RACE-based review.	<p>A draft report was issued to senior management for consideration in October 2013. We can provide substantial assurance over the majority of the controls operated in respect of the council's treasury management function. Our detailed testing of bond activity during this period provides assurance that the bond transactions complied with the investment strategy in terms of required credit rating, limits on individual transactions and total amount invested per instrument type.</p> <p>However there was insufficient oversight of the appropriateness of bond purchase and sale activity in the period April to June 2013. The chief investment officer arranges bond purchases and sales and, in the absence of adequate separation of duties over bond transactions, senior management oversight of weekly investment reports should provide a compensatory control. However reports of bond transactions were not submitted to the county treasurer and deputy county treasurer during this period.</p> <p>Investment transaction data is not aligned to the instrument groupings as defined by the investment strategy matrix, and no cumulative totals per instrument type are maintained. This information should be readily available to support regular investment decisions, to ensure that the maximum limits for each instrument type are not breached.</p>	

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	Payroll data analysis – a Oracle self-service, supporting additional payments to staff.	Database interrogation.	<p>This work was planned after concerns were brought to the Service's attention relating to substantial payments made to staff in addition to normal salary payments, for example for overtime and work-related allowances. A draft report was issued and discussed with OCL senior managers in December 2013 and action has been agreed in principle to address the issues raised.</p> <p>A number of key controls are not being applied consistently across service areas and within the Oracle system and there is a general lack of understanding amongst managers and staff regarding the operation of the self service system.</p> <p>Our additional limited testing found a significant number of incorrect payments. Net overpayments of approximately £4,000 were made during the period January to March 2013 in three of the 10 teams we visited, including £2,000 of duplicate payments. Another investigation undertaken after this review identified overpayments of approximately £18,000 to three employees.</p> <p>It is clear that managers are not consistently validating claims made by staff before approving them and a significant number of errors occur, including: the use of incorrect element codes; incorrect calculations of hours worked; claims made against incorrect scale points for employees with multiple roles; and duplicate entry of claims.</p> <p>The Oracle system itself has inbuilt control weaknesses, in that weekend enhancements are able to be claimed on weekdays, and bank holiday enhancements can be claimed on non bank holiday dates, and there is a lack of validation controls within the system that could otherwise highlight inappropriate inputs. Managers generally lack proficiency and understanding in using the Oracle system. The Oracle e-learning facility relating to the input and approval of pay claims provides a good reference guide but completion of the e-learning modules is not compulsory, and the managers we contacted during this review were either not aware of them or had not been requested to complete them. During January 2014 courses have been offered to both managers and staff on the Oracle self-service system, although these are purely voluntary.</p>	Limited
	VAT.	Compliance testing.	<p>Our fieldwork is complete and a draft report will be issued in January 2014, but we will be able to provide substantial assurance that the controls in place are satisfactory.</p>	Substantial
	Oracle release 12 - ongoing implementation and further work on the controls established in phase 1 and phase 2.	RACE-based review.	<p>Work has continued on this project, including work on the new fixed assets and procurement modules, and we have provided substantial assurance over the testing performed for both systems.</p>	Substantial
HR controls				
	Leave and absence management.	RACE-based review.	<p>This work is contingent on obtaining appropriate reports from the Human Resource service, but as yet these have not been made available. Discussions about these have now been on-going for over a year and it is therefore unlikely that this audit will be undertaken during 2013/14.</p>	-
	Long term sickness absence.	RACE-based review.	<p>This work has not yet begun and will now be deferred.</p>	-
	Hierarchies in the Oracle HR/ payroll system.	Follow-up of agreed action plan.	<p>This review is planned to commence in March 2014.</p>	-
ICT controls				
	Email usage.	Compliance testing.	<p>We have completed our fieldwork and will shortly discuss our findings with service management.</p>	
	Team mailboxes.	RACE-based review.	<p>This work has begun.</p>	
	Access databases.	RACE-based review.	<p>This work has not yet begun but is planned to take place in March 2014.</p>	
	Data protection legislation.	RACE-based review.	<p>This work has not yet begun and will now be deferred.</p>	-
	IT assets.	Compliance testing.	<p>This work has begun.</p>	
	Change management.	Compliance testing.	<p>This work has not yet begun but is planned to take place in March 2014.</p>	
	Password security.	Compliance testing.	<p>This work has not yet begun but is planned to take place in February 2014.</p>	
	Database security.	Compliance testing.	<p>Our fieldwork is complete and a draft report will be issued in January 2014.</p>	
	Network user management.	Compliance testing.	<p>Our fieldwork is complete and a draft report will be issued in January 2014.</p>	
	Incident management.	Compliance testing.	<p>This work has not yet begun but is planned to take place in March 2014.</p>	
	Backup arrangements.	Compliance testing.	<p>This work has begun.</p>	
	Help desk.	RACE-based review.	<p>As already reported, documented procedures are in place that provide an efficient and effective service to customers.</p>	Substantial

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	Security of mobile devices.	RACE-based review.	As reported in September 2013, we are satisfied that the security products deployed for mobile devices are fit for purpose although it was not possible to confirm that every product has been implemented and thoroughly security tested. Whilst the council's information governance and assurance requirements are subject to review it will be important to ensure that the current and any future arrangements for mobile devices meet the appropriate standard.	Limited
Procurement				
	Contracts and sourcing modules.	RACE-based review.	As the contracts and sourcing module is not yet operational this review will be deferred until 2014/15.	-
	Procurement controls across the council.	Compliance testing.	This review will be deferred to 2014/15.	-
Service specific controls				
Adult Services, Health and Wellbeing				
	Social care supervision. Commissioning arrangements. Care decision-making panels.	RACE-based review. RACE-based review. RACE-based review.	Our fieldwork is complete and a draft report will be issued for management consideration in January 2014. As the current arrangements are subject to review by senior managers this review will be deferred. A draft report was issued in September 2013 and discussed with senior management. It will be discussed by the directorate's Core Group shortly. We sought to determine the adequacy and effectiveness of making adult social care decisions through the panel process focusing on panel membership, frequency of meetings, criteria used for making decisions, the consistency of decisions across client groups and geographical areas and the transparency of decision making within the case management system. We also considered the efficiency and effectiveness of how the panel process is managed, including the timeliness of decisions and the feedback of quality issues identified; and how these areas impact on the customer journey and staff development. Finally, we considered the robustness of the controls introduced to ensure that the panel process is used in all relevant cases in accordance with the scheme of delegation. Whilst we can provide substantial assurance over the adult social care panel decision making process and the associated admin support function, we identified a number of areas where controls should be improved to address the quality issues identified by the panel, and to ensure that decisions not made by the panel are appropriate, transparent and consistent with the scheme of delegation. Although we have not identified any significant examples of non compliance, given the intention to increase the financial responsibility of operational managers in the future, improvements in the management of quality issues will be necessary. This review has been removed from this year's audit plan and replaced with a review of support planning arrangements at the request of the directorate (see below). This review has been added to the plan and will commence in January 2014. Our fieldwork is ongoing.	- Substantial
	Hospital discharge model and social care support.	RACE-based review.	This review has been removed from this year's audit plan and replaced with a review of support planning arrangements at the request of the directorate (see below).	-
	Support planning. Social care case referrals management. Non residential care system. Payment and monitoring system. ISSIS replacement: advice and support re controls over configuration, security and implementation of replacement system. Direct payments initial assessments.	RACE-based review. Compliance testing. Compliance testing. Compliance testing. Advice and support. RACE-based re-review.	Our fieldwork is complete and a draft report will be issued in January 2014. Our fieldwork is complete and a draft report will be issued in January 2014. As previously reported, the Internal Audit Service is represented on the project board and work is ongoing. Input is being coordinated with work on the CYP project board.	-
			We have reviewed the progress made by in implementing the actions agreed following our previous internal audit work and our report issued in December 2012. Good progress has been made and the controls we tested were generally operating satisfactorily. However in a sample of 20 direct payments made to service users with learning disabilities, a mental capacity assessment had been completed in just three of 17 relevant cases. Furthermore, of nine direct payment agreements, only two were signed as approved by the relevant person. We have therefore again been able to provide only limited assurance over the direct payments processes and controls, as there is still a significant risk that the council is failing to appropriately demonstrate compliance with its responsibilities under the Mental Capacity Act. The risk has been recognised by the directorate and action is now being taken to address it. We have agreed with the directorate that mental capacity will be given prominence in the mandatory direct payment training programme that is currently being developed.	Limited

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	FACE ('Functional Analysis in Care Environments') – resource allocation within individual budgets.	Follow-up of agreed action plan.	FACE is a company that designs assessment tools for social and health care, and the council has purchased FACE software which sits within ISSIS. The key element of the new software is a resource allocation model linked to the overview assessment, with the aim of producing a more objective and efficient calculation of individual service user budgets. We have reviewed the progress made in addressing the actions agreed in our report of July 2013. This has been slower than was originally anticipated and as a result revised dates for implementation have been agreed. One of the key concerns at the time our original report was being finalised was that a high number of staff were not routinely using FACE, despite having completed the relevant training. We understand however, that this position is now improving since staff have been given the clear message that failure to utilise the FACE software will affect the volume of data that is able to be migrated to the Liquid Logic Adult Services system. We are also aware that the learning disability resource model has recently gone live.	Not applicable: previously substantial
Benefits service				
	Direct payments financial assessment. Assessment of service users' income and collection of their contributions to their social care costs. Care and Urgent Needs Support Scheme administration of community care grants and crisis loans.	RACE-based review. RACE-based review. RACE-based review.	As noted previously, since these services have only relatively recently transferred to OCL, these reviews will be deferred and not undertaken during 2013/14. Although we have not undertaken a full RACE-based review, we have assessed the user acceptance testing programme undertaken before the new ICT system went live. The timescale for this project was very compressed as the software was unavailable until very close to the go-live date and there was therefore insufficient time to complete a full testing programme. As a result, we can only provide limited assurance that the system met the service's requirements before implementation. However, we understand that the system is now operating satisfactorily.	- - Limited
Customer service centre				
	Care Connect.	RACE-based review.	Our fieldwork is complete and a draft report will be issued in January 2014.	
Public health				
	To be determined.	RACE-based review.	Work in this area has been deferred until 2014/15.	-
Children and Young People				
	Working Together With Troubled Families programme.	RACE-based review: second phase.	A report has been issued and was discussed with the programme's Governance Group in December 2013. Only limited progress has been made in addressing the actions agreed following the first phase of our audit in 2012/13, leaving some key risks to the programme unmitigated. We previously provided only limited assurance over the processes in place supporting the operation of the programme, in particular, data management and the need to obtain access to data from different organisations, including central government. The second phase of our work has confirmed this assessment. Although significant steps have been taken to improve data extraction for the payment-by-results claim and to maximise the claim, certain criteria for the programme have yet to be finalised and agreed with central government. The programme is aiming to have begun working with 1,841 families by 31 March 2014. As at 30 September 2013, the programme had begun working with 1,136 families and was therefore at risk of receiving delayed or reduced funding for 2014/15. Throughout the three-year programme, £8.7 million of funding will be made available, £3.5 million of which is made through a payment-by-results scheme. Further, families participating in the project should, where appropriate, provide written consent that their details can be shared with partner organisations, but audit found inconsistencies in the processes to obtain and record consent. Tracker forms should also be completed by the lead professionals as an assessment tool to identify initial needs and then to track performance against agreed targets, but only two tracker forms were completed in a sample of ten.	Limited
	Children's centres performance monitoring. Early intervention programme. Targeted youth support. Personnel file documentation. Case file audit process.	RACE-based review. RACE-based review. RACE-based review. Follow-up of agreed action plan. RACE-based re-review.	This work has not yet begun but is planned to take place in Quarter 4. This work has not yet begun and will be deferred. This work has begun. This work will be considered as part of our audit plan for 2014/15 but will not take place this year. We were previously able to provide only limited assurance over this area, but our work has been delayed until the fourth quarter of the year as the service has delayed implementation of the agreed actions.	- -
	Direct payments – initial assessments.	RACE-based re-review.	We have completed our audit fieldwork and a draft report is being produced.	

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	Lancashire Music Service.	RACE-based review.	This work was added to the audit plan following concerns raised with the Internal Audit Service by the directorate. We issued our final report in December 2013. Lancashire Music Service provides tuition in schools and music centres throughout the county and provides curriculum support, music workshops and specific music programmes for schools in Lancashire. The service uses a number of specialist self-employed music tutors who have been paid on the production of invoices for the work undertaken. However the HMRC's Employment Status Indicator tool suggests that HMRC may consider these workers to be employees with the consequent risk of financial penalties on the Authority. The physical security and maintenance of the musical instrument assets is generally good. However, storage of IT equipment (laptops and iPads) was insecure and recording of the IT equipment was less secure with limited segregation of duties and record keeping around recording and authorisation of disposals of assets. A draft report has been issued to management. The actions agreed following our last audit review have not yet been fully implemented and, in addition, further issues have been identified.	Limited
	Independent Reviewing Officers.	RACE-based re-review.	In particular we noted previously in January 2013 that high priority ('starred') recommendations are not fully logged and the log is not adequately monitored to ensure that actions are taken as required. It is still the case that not all actions on the log are fully documented or implemented in a timely manner, although we understand that all the recommendations had been implemented. Other outstanding matters relate to the need for Independent Reviewing Officers to complete actions within the required timescales. An additional concern relates to an issue to ensure that cases are not allocated to ceased workers or managers. A similar issue has previously been raised in a separate report on Case Management. We found two service users allocated to a Quality and Review Manager who had left the council but the cases had not been reallocated. These cases have since been reallocated and a report will be produced in future to identify all cases allocated to staff who have left the council.	Limited
	Emergency payments to families.	RACE-based re-review.	Our audit has been delayed until after the new social care system has been implemented, but we will perform some interim follow-up work on the system in the meantime and review the proposed design of the new system. We are also looking at the PayPoint scheme which is being piloted.	-
	Partnership working with the NHS to support children with mental health needs.	RACE-based re-review.	This work has been deferred until 2014/15 as contractual arrangements with the NHS have not been finalised.	-
	School budget formula.	Follow-up of agreed action plan.	We have completed our follow-up work and all agreed actions have been implemented.	Not applicable: previously substantial
	Lancashire Safeguarding Children's Board – budget monitoring.	RACE-based re-review.	We have completed our re-review and limited progress has been made to implement the actions agreed to support effective monitoring of the LSCB budget.	Limited
	Adoption and fostering allowances.	Follow-up of agreed action plan.	We have followed up the progress made in implementing the actions agreed following our previous audit work. Although some progress has been made, a number of actions remain outstanding, in particular the need to ensure that a regular review of allowances is undertaken to ensure the needs of the child and/ or families continue to be met.	Not applicable: previously substantial
	School Performance and Financial Monitoring.	Follow-up of agreed action plan.	We have completed our follow-up work. The actions agreed to improve controls over monitoring schools in financial difficulty and identifying schools approaching financial difficulty have yet to be fully implemented.	Not applicable: previously substantial
	Children's trusts.	Follow-up of agreed action plan.	This work has not yet begun but is planned to take place before the end of the year.	
	Children's residential homes.	Follow-up of agreed action plan.	This work has not yet begun but is planned to take place before the end of the year.	
	Children's centres – follow-up.	Follow-up of agreed action plan.	Our work is nearing completion.	
	Education Funding Agency grant certification.	Grant certification audit.	We have completed our audit fieldwork and draft reports are being prepared.	
	Liquid Logic and ContrOCC system implementation.	Advice and support.	As previously reported, the Internal Audit Service is represented on the project board and work has begun. Input is being coordinated with work on the Adult Services, Health and Wellbeing project board.	

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Schools and sixth forms																																												
	School reviews.	Whole-school reviews.	Work has been completed as follows: <table border="1" data-bbox="1528 310 2457 556"> <thead> <tr> <th rowspan="2">School type</th> <th rowspan="2">Number of audits</th> <th colspan="4">Level of assurance</th> </tr> <tr> <th>Full</th> <th>Substantial</th> <th>Limited</th> <th>None</th> </tr> </thead> <tbody> <tr> <td>High school</td> <td>10</td> <td>0</td> <td>10</td> <td>0</td> <td>0</td> </tr> <tr> <td>Primary school</td> <td>28</td> <td>0</td> <td>23</td> <td>4</td> <td>1</td> </tr> <tr> <td>Special school</td> <td>2</td> <td>1</td> <td>1</td> <td>0</td> <td>0</td> </tr> <tr> <td>Nursery school</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>40</td> <td>1</td> <td>34</td> <td>4</td> <td>1</td> </tr> </tbody> </table>	School type	Number of audits	Level of assurance				Full	Substantial	Limited	None	High school	10	0	10	0	0	Primary school	28	0	23	4	1	Special school	2	1	1	0	0	Nursery school	0	0	0	0	0	Total	40	1	34	4	1	
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Total	40	1	34	4	1																																							
	Follow-up of school reviews.	Follow-up review.	We will follow up all recommendations where we have given a school limited or no assurance, and schools that do not make satisfactory progress will be notified to the School Improvement Challenge Board. This work will be completed by the end of the year.																																									
	Schools with public sports facilities.	Thematic review	This work was carried forward from 2012/13 and is now complete. Our findings were shared with all schools with sports facilities during September 2013, but the circumstances of each school we visited were specific to those schools and we identified no common themes.																																									
	Pupil referral units.	Thematic review	As noted in September 2013 the areas covered by our thematic reviews may be changed depending on the risks and new challenges facing schools, and this review has been removed from the plan, and replaced with a review of schools operating a payroll other than that provided by the council.	-																																								
	Schools operating non LCC payroll.	Thematic review	This work has begun and will be completed before the year end.																																									
	Schools opening their own bank account.	Thematic review	This work has begun and will be completed before the year end.																																									
	Online payments.	Thematic review	This work has begun and will be completed before the year end.																																									
Environment																																												
	Controls over use of contractors by Highways Service.	RACE-based review.	Work has commenced.																																									
	Disposal of scrap metal – issues arising from 2012/13.	RACE-based review.	This review has not begun and will now be deferred.	-																																								
	Waste contract performance measures.	RACE-based review.	Our fieldwork is nearing completion and a draft report will be issued shortly.																																									
	Schools' premises management framework.	RACE-based re-review.	This review has not begun and will now be deferred.	-																																								
	Corporate premises management framework – overall arrangements.	RACE-based re-review.	This review has not begun and will now be deferred until 2014/15.	-																																								
	Development control – section 106.	RACE-based re-review.	This review has not yet begun and it is likely to be deferred to 2014/15.	-																																								
	Highways asset management including corporate manslaughter.	Follow-up of agreed action plan.	This review has not yet begun but it is intended to complete this before the year end.																																									
	Winter highways information management system.	Follow-up of agreed action plan.	This review has not yet begun but it is intended to complete this before the year end.																																									
	Grant audit: Citizen Rail.	Grant certification audit.	This work has been completed.	N/A																																								
	Grant audit: CIVINET.	Grant certification audit.	This work has been completed.	N/A																																								
	Grant audit: ENVIREO.	Grant certification audit.	This work has been completed.	N/A																																								
	Grant audit: Growth Point.	Grant certification audit.	Work on this audit certificate has not yet been requested.																																									
	Grant audit: Interreg IVB SusStations (NWE).	Grant certification audit.	This work has been completed.	N/A																																								
	Grant audit: Local Transport Capital	Grant certification audit.	This work has been completed.	N/A																																								
Lancashire County Commercial Group																																												
	Building cleaning.	RACE-based review.	We have provided substantial assurance over the internal controls supporting the Building Cleaning service.	Substantial																																								
	Payroll and additional payments – local arrangements.	RACE-based review.	This work will be deferred.	-																																								
	Food stocks in schools.	Follow-up of agreed action plan.	This work has begun.																																									
	Catering income.	Follow-up of agreed action plan.	This work has begun.																																									
	Bus service operators grant.	Grant certification audit.	This claim is made twice-yearly and both claims have been audited.	N/A																																								

Lancashire County Council internal audit plan 2013/14: progress as at 31 December 2013

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Economic Development				
	Superfast broadband implementation and grant funding.	RACE-based review.	Audit work has not yet begun and is likely to be deferred into 2014/15.	-
	Intensive Business Start Ups grant.	Grant certification audit.	This work is no longer required as the funding has ceased.	-
Counter fraud service				
Counter fraud				
	School income testing.	Compliance testing directed by data analysis.	This work has commenced and will identify schools that have not banked income for a particular period. Unannounced visits will be carried out during the fourth quarter of the year. This work was initiated by concerns raised by an employee who realised that they were receiving payment for mileage claims at the incorrect rate. We have analysed the mileage rates paid to employees and identified overpayments totalling approximately £300,000 relating to approximately 1,300 staff, caused by the use of outdated data tables for various groups of established posts. A recovery policy has been proposed and has been considered by the Management Team, and the tax implications for individuals will also be considered. As at 31 December the Human Resource service was awaiting approval from the Management Team to recover the overpayments. This work has commenced and will be completed during the fourth quarter of the year.	Nil
	Review of expense payments.	Compliance testing directed by data analysis.		
	Review of supplier payments.	Compliance testing directed by data analysis.		
National Fraud Initiative				
	National Fraud Initiative testing.	Investigation of data matches.	In January 2013 a large number of data matches were provided and we are continuing to work with a range of managers around the council to investigate these.	-
Reactive work				
	Responsive work to support management.	Individual investigations.	We have supported management, and continue to provide on-going support, on a number of investigations and disciplinary procedures.	-