

**REPORT OF THE FINANCE MANAGER**

---

**SUBJECT:  
INTERNAL AUDIT REPORT FOR 2012/13**

Introduction

As part of the Authority's Corporate Governance Programme, an audit of all services is carried out on a five year rolling programme by Pembrokeshire County Council's Internal Audit Service.

During 2012/13 the audit concentrated on:

- Review of Previous Year Agreed Action Plan
- Delivery Department
- Oriel y Parc
- Car Park Management
- Planning Income
- Payroll
- Purchase Cards

The audit process uses the standard CiPFA auditing guidelines and other best practices with the aim of identifying potential weaknesses in controls. Each of these potential weaknesses is then assessed jointly with the auditors to consider the likely risk and scale of impact, and the alternative controls and potential improvements within the resources of the Authority. In some cases the small size of the organisation limits the opportunities for improvement.

No significant failings have been identified in the latest internal audit programme, although a number of minor improvements have been suggested. The summary of the findings and action plan following the audit is attached.

**Recommendation:**

**Members are asked to NOTE this report and comment on the planned actions.**

*(For further information contact Richard Griffiths – Finance Manager on ext 4815)*