

Audit and Governance Committee 15th April 2024

Report Title	Internal Audit plan 2024/25
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List of Appendices

Appendix 1: Draft Internal Audit plan 2024/25

1. Purpose of Report

- 1.1 To provide the committee with the draft Internal Audit Plan for 2024/25, for review and approval.

2. Executive Summary

- 2.1 The Internal Audit Plan for 2024/25 has been developed in accordance with the planning process presented to the Audit and Governance Committee in November 2023 and in line with the requirements of the Public Sector Internal Audit Standards. In accordance with the Standards, the plan should be reviewed and approved by the Audit and Governance Committee. The plan will then remain subject to ongoing review to ensure it remains focused on the Council's key risks and continues to add value.

3. Recommendations

- 3.1 It is recommended that the Committee:
- Approve the Internal Audit Plan for 2024/25, as provided in Appendix 1.
 - Approve a delegation to the Executive Director of Finance and Performance (S151 Officer) to agree amendments to the Internal Audit Plan 2024/25 in year, as necessary, in consultation with the Chair of the Audit and Governance Committee.
- 3.2 Reason for Recommendations –
- For the Committee to exercise its duties and responsibilities under the Public Sector Internal Audit Standards.

4. Report Background

- 4.1 The role of Internal Audit is to provide the Audit and Governance Committee, and management, with independent assurance on the effectiveness of the internal control environment. The Public Sector Internal Audit Standards require that the Chief Internal Auditor must “establish risk-based plans to determine the priorities of the internal audit activity, consistent with the organisation’s goals” and “must communicate the internal audit activity’s plans and resource requirements, including significant interim changes, to senior management (Corporate Leadership Team) and the board (Audit and Governance Committee) for review and approval”.
- 4.2 The Internal Audit plan for 2024/25 has been developed based on an assessment of the Council’s Corporate Plan and Risk Register, and in consultation with senior management. The Chief Internal Auditor has also considered the Internal Audit coverage over the last two years and any areas where audit assurances or follow up work may be of value. The Audit and Governance Committee was consulted on any areas to be considered in the development of the Audit Plan and a workshop in March 2023 provided an opportunity to consult committee members on the key areas of coverage proposed for inclusion in the plan.
- 4.3 The draft Internal Audit Plan is provided in Appendix 1, along with details on the audit planning process. Also included in Appendix 1 is a reserve list of other risk areas identified for consideration in the audit planning process, and the proposed action if these are not to be covered in 2024/25.
- 4.4 The plan must remain live and responsive to any changes in the risk environment. As such, the content will be subject to ongoing review and it is recommended that a delegation be approved to enable in year changes to be agreed by the S151 Officer, in consultation with the Chair of the Audit and Governance Committee. Any such amendments would be reported upon at the subsequent meeting of the Audit and Governance Committee and enables the Internal Audit team to respond to such changes between formal meetings.

5. Issues and Choices

- 5.1 The report provides the annual Internal Audit Plan for the Committee’s review and approval.

6. Implications (including financial implications)

6.1 Resources and Financial

- 6.1.1 The Internal Audit plan will be delivered within the available resources and budget.

6.2 Legal

- 6.2.1 None specific to this report.

6.3 Risk

- 6.3.1 The Internal Audit Plan seeks to provide assurance over the Council’s risk management and internal control processes.

6.4 Consultation

6.4.1 None specific to this report.

6.5 Consideration by Scrutiny

6.5.1 Not required on this occasion.

6.6 Climate Impact

6.6.1 None specific to this report.

6.7 Community Impact

6.7.1 None specific to this report.

7. Background Papers

7.1 None.