

AUDIT AND RISK COMMITTEE

5 December 2023

INTERNAL AUDIT PLAN DEVELOPMENT 2024/25

Report of the Chief Internal Auditor

Strategic Aim:	All		
Exempt Information	No		
Cabinet Member(s) Responsible:	Cllr A Johnson, Portfolio Holder for Resources		
Contact Officer(s):	Rachel Ashley-Caunt, Chief Internal Auditor	Tel: 07799 217378 rashley-caunt@rutland.gov.uk	
Ward Councillors	N/A		

DECISION RECOMMENDATIONS

That Committee:

1. Notes the process to be followed to develop the risk based Audit Plan for 2024/25.
2. Highlights areas for consideration for the 2024/25 for the Audit Plan to the Chair of the Audit and Risk Committee and the Chief Internal Auditor by 31st January 2024.

1 PURPOSE OF THE REPORT

- 1.1 To inform the Committee on the process to be followed in developing the Internal Audit Plan for 2024/25. To also invite the Committee to highlight any areas where assurance is required from the Internal Audit team during the next financial year.

2 BACKGROUND AND MAIN CONSIDERATIONS

Internal Audit Plan

- 2.1 The Internal Audit Plan sets out the assignments that will be delivered by the Internal Audit team during the financial year. In accordance with the Public Sector Internal Audit Standards (PSIAS), the Audit Plan should be risk based and developed with input from senior management and the Audit Committee.

- 2.2 In order to ensure that the Audit Plan for 2024/25 addresses the Council's key risks and adds value, the Chief Internal Auditor intends to identify and prioritise the areas for coverage by:
- Reviewing the Council's Risk Registers and Corporate Plan;
 - Identifying any other sources of assurance for each of the Council's key risks, which may reduce the added value of an Internal Audit review;
 - Analysing coverage of Internal Audit reviews over the last four years and the assurance opinions provided following each review, to identify any gaps or areas where follow up work would be of value;
 - Reflecting upon outcomes of audit work, risk reviews and Council performance in the last year;
 - Identifying any areas of the Audit Universe which have not been subject to Internal Audit review during the last four years; and
 - Seeking input from Senior Management on key risks and emerging risk areas for the year ahead and also any areas where Internal Audit support would be beneficial either in an assurance or consultancy role.
- 2.3 Members of the Audit and Risk Committee are invited to raise any areas where assurance from Internal Audit is sought during 2024/25 for risk assessment and prioritisation in the development of the Audit Plan.
- 2.4 The draft Audit Plan will be presented to the Audit and Risk Committee in March 2024 for final refinement and formal approval. The Plan will then remain open to ongoing review and amendment throughout the financial year to respond to any changes in risk and emerging issues.

3 CONSULTATION

- 3.1 No formal consultation required.

4 ALTERNATIVE OPTIONS

- 4.1 The Committee is asked to note the report. No alternative options are proposed.

5 FINANCIAL IMPLICATIONS

- 5.1 There are no financial implications directly arising from this report.

6 LEGAL AND GOVERNANCE CONSIDERATIONS

- 6.1 The Audit and Risk Committee is responsible for oversight of the work of Internal Audit including approving the annual Audit Plan and satisfying itself that the plan provides assurance over the Council's control framework and key risks. It is also responsible for gaining assurance that internal audit is complying with internal audit standards.
- 6.2 There are no legal implications arising from this report.

7 DATA

- 7.1 A Data Protection Impact Assessment (DPIA) has not been completed because there are no risks/issues to the rights and freedoms of natural persons.

8 EQUALITY IMPACT ASSESSMENT

8.1 There are no equality implications

9 COMMUNITY SAFETY IMPLICATIONS

9.1 There are no community safety implications

10 HEALTH AND WELLBEING IMPLICATIONS

10.1 There are no health and wellbeing implications.

11 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

11.1 The report sets out the process to be applied in developing the Internal Audit Plan for 2024/25. The Committee plays an important role in the oversight of Internal Audit work.

12 BACKGROUND PAPERS

12.1 There are no additional background papers to the report

13 APPENDICES

13.1 None

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