

Internal Audit Plan 2021/22

To: Finance and Assets Committee

Date: 25th March 2021

From: Head of Internal Audit

[V157]

1. ISSUE

- 1.1. To present the draft Internal Audit plan for 2021/22 and the Internal Audit Charter to the Committee for review and formal approval.

2. RECOMMENDATIONS

- 2.1. The Committee is asked to review and approve the proposed Internal Audit plan for 2021/22 and the Internal Audit Charter.
- 2.2. The Committee is asked to approve the delegation of authority to the Council's s151 Officer to approve in year amendments to the audit plan between Committee meetings, this in consultation with the Chair of the Committee.

3. BACKGROUND/OPTIONS

- 3.1. The Finance and Assets Committee is responsible for formally approving the annual Internal Audit plan. This effectively sets out the programme of work that will be delivered by the Internal Audit team during the financial year.
- 3.2. Internal Audit is required to provide 200 days of audit and assurance work in 2021/22. A two year plan has been prepared to illustrate how assurance can be provided over the longer term.
- 3.3. The Internal Audit plan should provide the Committee and senior management with the assurances required over key risks for the year ahead. A copy of the draft Internal Audit plan is provided in Appendix 1, supported by details of the audit planning process and any variations from the two year plan reviewed in 2020.
- 3.4. The plan will remain subject to ongoing review during the financial year to ensure it continues to address the Council's key risks and adds value. Should the risk environment change during the year, the audit plan should be updated accordingly. To enable the Internal Audit service to be responsive in addressing risks, it is recommended that delegated authority be given to the Section 151 Officer, in consultation with the Chair of the Committee, to approve audit plan changes between meetings should this be necessary. Any such changes would be reported to the subsequent meeting of Committee.

4. INTERNAL AUDIT CHARTER

- 4.1. The Internal Audit Charter is also brought to Committee for annual approval. This document sets out how the Internal Audit service will be delivered for the year ahead. This document was last formally approved by the Committee in 2020. No amendments to the Charter are proposed for this year.

5. ARGUMENTS/CONCLUSIONS

- 5.1. The attached draft audit plan should provide appropriate coverage for the Council.

6. FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

- 6.1. There are no additional financial implications arising from this report. An Equality Impact Assessment is not required.

7. APPENDICES

- Appendix 1 – Draft Internal Audit plan 2021/22
- Appendix 2 – Internal Audit Charter

<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
None	Internal Audit, Room 207 The Grange Ely	Duncan Wilkinson, Chief Internal Auditor duncan.wilkinson@milton-keynes.gov.uk Rachel Ashley-Caunt Head of Internal Audit RAshley-Caunt@rutland.gov.uk