

Bolsover District Council

**Meeting of the Audit and Corporate Overview Scrutiny Committee on 16th March
2023**

Internal Audit Plan 2023/24

Report of the Head of the Internal Audit Consortium

Classification	This report is Public
Report By	Head of the Internal Audit Consortium
Contact Officer	Jenny Williams – 01246 959770 Jenny.williams@ne-derbyshire.gov.uk

PURPOSE/SUMMARY OF REPORT

To present to Members for consideration and agreement the Internal Audit Plan for 2023/24

REPORT DETAILS

1. Background

- 1.1 A key requirement of the Public Sector Internal Audit Standards is that a periodic risk- based plan should be prepared that is sufficiently flexible to reflect the changing risks and priorities of the organisation. The risk- based plan should be fixed for a period of no longer than one year, should outline the assignments to be carried out, their respective priorities and the estimated resources needed.

2. Details of Proposal or Information

- 2.1 The plan has been prepared taking into account the following factors: -
- The organisational objectives and priorities
 - Local and national issues and risks
 - The requirement to produce an annual internal audit opinion
 - An update of the internal audit risk assessment exercise
 - The Council's strategic risk register
 - Consultation with the Senior Leadership Team
- 2.2 Some reserve audit areas have been included at the end of the plan. Whilst every effort will be made to complete the 2023/24 planned areas first, a list of reserve areas provides more flexibility. At certain times of the year, particularly

year end there can be legitimate reasons why an audit is not feasible at a particular time. If the contingency days are not required then these will be utilised on the reserve areas.

- 2.3 An annual report summarising the outcome of the 2022/23 internal audit plan will be presented to this Committee after the year-end. Some of the areas within the 2022/23 plan have been carried forward to 2023/24.
- 2.4 A summary of the internal audit plan for 2023/24 is shown below and in detail at Appendix 1.

Internal Audit Plan 2023/24

Summary	Audit Days
Main Financial Systems	112
Other Operational Audits	198
Computer / IT Related	22
Corporate / Cross Cutting / Governance	61
National Fraud Initiative	5
Special Investigations & Contingency	40
Apprenticeships / Training	30
Audit Committee / Client Liaison	15
Grand Total	483

- 2.5 Resource availability has been based on the Consortium Business Plan that is due to be approved by the Joint Board on the 29th March 2023. The plan allocates 483 days to Bolsover District Council for 2023/24, this is the same allocation as in 2022/23.
- 2.6 The plan is ambitious and is reliant upon having a full staffing complement and fully trained staff so may not be completed in its entirety.
- 3. Reasons for Recommendations**
- 3.1 To comply with the Public Sector Internal Audit Standards and to determine the internal audit work plan for the year.
- 3.2 To ensure that the annual internal audit opinion can provide assurance in respect of the Council's governance, risk and control arrangements.

4 Alternative Options and Reasons for Rejection

- 4.1 N/A

RECOMMENDATIONS

1. That the Internal Audit Plan for 2023/24 be agreed.
2. That it be noted that the plan is provisional and may need adjusting and prioritising in the light of any emerging risks / staff shortages etc.

IMPLICATIONS:

Finance and Risk: Yes ☒ No ☐
Details:

Financial – The internal audit budget for 2023/24 is due to be approved by the Joint Board at the end of March 2023.

Risk – The audit plan is designed to provide assurance that the council's significant risks identified as part of the risk assessment process are being managed effectively. If additional risks are identified and / or there are changes to priorities during the year the plan will be reconsidered. Any significant changes to the plan will be reported back to the Audit and Corporate Overview Scrutiny Committee for approval.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☒ No ☐
Details:

The core work of internal audit is derived from the statutory responsibility under the Accounts and Audit Regulations 2015 which requires the Council to "undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes, taking in to account public sector internal auditing standards or guidance".

On behalf of the Solicitor to the Council

Environment:

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details: N/A

Staffing: Yes ☐ No ☒
Details:

On behalf of the Head of Paid Service

DECISION INFORMATION

Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	No

District Wards Significantly Affected	None
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input checked="" type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Details:

Links to Council Ambition: Customers, Economy and Environment.
The internal audit plan is linked to the Council Ambition in respect of its aim to deliver an excellent service that will provide assurance in respect of the Councils governance, risk and control arrangements.

DOCUMENT INFORMATION	
Appendix No	Title
1	Internal Audit Plan 2023/24

Background Papers
<i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).</i>