

Bolsover District Council

Meeting of the Audit Committee on 12th March 2024

Internal Audit Plan 2024/25

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 Head of the Internal Audit Consortium

PURPOSE/SUMMARY OF REPORT

To present to Members for consideration and agreement the Internal Audit Plan for 2024/25

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 2024/25 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 2023/24 internal audit plan will be presented to this Committee after the year-end. Some of the areas within the 2023/24 plan have been carried forward to 2024/25.
- 2.4 A summary of the internal audit plan for 2024/25 is shown below and in detail at Appendix 1.

Internal Audit Plan 2024/25

Summary	Audit Days
Main Financial Systems	128
Other Operational Audits	95
Computer / IT Related	15
Corporate / Cross Cutting / Governance	81
National Fraud Initiative	6
Special Investigations & Contingency	40
Apprenticeships / Training	30
Audit Committee / Client Liaison	15
Dragonfly Ltd	73
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 27th March 2024. 483 days are allocated in total. It is intended to allocate 73 days to Dragonfly Ltd this year. Some of the days allocated to Dragonfly will be utilised to develop and agree their plan moving forward once the role of Internal Audit has been clarified and agreed with the Shareholder and Dragonfly Boards. The audit of Dragonfly Management functions is business as usual however clarity is still required in relation to our role in respect of Dragonfly Development Ltd.
- 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 2024/25 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:

Internal audit reviews help to ensure that processes and controls are operating effectively thereby contributing to ensuring that value for money is obtained.

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 the Public Sector Internal Audit 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

<p>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:</p> <p>Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p>Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i></p>	No

District Wards Significantly Affected	None
<p>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"/></p>	Details:

Links to Council Ambition: Customers, Economy and Environment.
<p>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.</p>

DOCUMENT INFORMATION	
Appendix No	Title
1	Internal Audit Plan 2024/25

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>