

## Appendix A – Update on Progress of the Annual Audit Plan 19/20

| Auditable Area                             | Key Audit Objectives  | Day Budget (Timing) | Status                           |
|--|---|---------------------|----------------------------------|
| <b>Core Financial Controls</b>             | <p>To fulfil our statutory responsibilities, we will undertake work to provide assurance over key controls within the financial governance framework. Key systems that will be tested include:</p> <ul style="list-style-type: none"> <li>• Financial Control/Monitoring</li> <li>• Procure to Pay</li> <li>• Payroll &amp; Pensions</li> <li>• Debtors</li> <li>• Capital</li> <li>• Financial Regulations</li> <li>• General Ledger</li> <li>• Reconciliations</li> <li>• Treasury Management</li> </ul> <p>This review will include a follow-up of the 2018/19 audit findings.</p> | 40 days (Q3/4)      | Planning                         |
| <b>Performance Management</b>              | <p>This risk based audit will aim to provide assurance on the controls in place over the key performance indicator monitoring system, the robustness of reporting and the escalation of issues.</p> <p>This audit is carried forward from the previous year.</p>  | 10 days             | Planning                         |
| <b>Cyber Security</b>                      | <p>This audit will provide assurance on the adequacy of key controls that the Authority has in place to mitigate the risk from common internet based threats.</p>   | 10 days             | <b>Final report (Reasonable)</b> |
| <b>Budget Monitoring &amp; Forecasting</b> | <p>The objective of this audit is to provide assurance that there are adequate and effective controls over Budget Monitoring and Forecasting, such that reports produced are complete and accurate.</p>   | 10 days             | In-progress                      |

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|--------------------------|--|---------------------|---------|
| <b>Contingency</b>       | A contingency has been included within the audit plan to provide flexibility and in recognition of an expected but as yet unspecified need. If the days remain as at the beginning of Q4 then they will be used to review some key Governance areas such as Project Management and Contract Management, with the agreement of the Director of Finance and Assets.  | 10 days             | N/A     |
| <b>Follow-Up General</b> | To ensure all outstanding medium and high recommendations raised in previous audits are implemented.   | 10 days             | Various |
| <b>Corporate Work</b>    | A proportion of the total audit resource is made available for 'corporate work'. Corporate work is non-audit specific activity which still 'adds value' or fulfils our statutory duties. Examples of this type of work include attendance and reporting to Management and Committee, and audit strategy and planning work. This also includes developing the Audit Plan, writing the Annual Report and undertaking the annual Review of Effectiveness of Internal Audit. | 10 days             | N/A     |
| <b>Total</b>             |  | <b>100 days</b>     |         |