

Appendix A – Internal Audit Plan 2023/24

Auditable Area	Key Audit Objectives	Days Budget (Timing)	Risk Assessed	
Core Financial Controls	<p>To fulfil our statutory responsibilities, we will undertake work to provide assurance over key controls within the financial governance framework, which consists of the following key systems:</p> <ul style="list-style-type: none"> • Financial Control/Monitoring • Procure to Pay • Debtors • Capital • Financial Regulations • General Ledger • Reconciliations • Treasury Management <p>All audit findings from the 22/23 review will be followed-up to ensure that actions have been fully implemented.</p>	30 days	High	Audit being scoped, fieldwork planned for November
Corporate Improvement Plan Assurance	To provide assurance on all improvement plans and ensure that agreed actions are being implemented and agreed timescales are achievable.	15 days	High	Completed
Partnership Working	Partnerships are an effective way for the Authority to achieve its objectives, but they give rise to new and different risks, which need to be recognised, evaluated, and effectively managed. The review will assess the partnership arrangements in place and ensure they contribute towards the achievement of the Authority's objectives.	10 days	High	Completed
Medium Term Financial Plan	The ensure that the Authority has an approved Medium Term Financial Plan that is linked to the corporate objectives. The MTFP should provide a focus on both Revenue expenditure (day-to-day running costs of providing services) and Capital expenditure, delivered through a framework that allows for clear reporting and scrutiny by Senior Management and Members.	10 days	High	Fieldwork in progress
Contract Management and Critical Supplier Management	To ensure that the Authority has a clear understanding of key suppliers and understand the impacts of critical supplier failure. The review will evaluate the Authority's approach to managing its contracts and can both measure and capture planned benefits and savings.	10 days	High	Audit being scoped, fieldwork planned for December.
Contingency	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	
Follow-Up General	To ensure all outstanding medium and high recommendations raised in previous audits are implemented.	10 days	Various	
Corporate Work	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	
Total		105 days		