

# Audit Committee

23 July 2020



<b>Title</b>	Internal Audit Annual Plan 2020/21 (Revised)		
<b>Purpose of the report</b>	To note		
<b>Report Author</b>	Internal Audit Manager, Punita Talwar		
<b>Cabinet Member</b>	Councillor Sati Buttar	<b>Confidential</b>	No
<b>Corporate Priority</b>	Financial Sustainability		
<b>Recommendations</b>	That the Audit Committee approves the revised risk based annual audit plan for 2020/21.		
<b>Reason for Recommendation</b>	To fulfil statutory requirements and professional audit standards.		

## 1. Key issues

- 1.1 This report sets out the work planned by Internal Audit during 2020/21 in order to fulfil its statutory and professional requirements. In light of COVID-19, the original audit plan (issued to Members of the Audit Committee in March 2020) has been reviewed and reprioritised to ensure focus is given to emerging and evolving risks, new processes and wider implications arising from the pandemic environment, whilst continuing to audit some of those higher risk areas that align closely with Spelthorne's corporate priorities and objectives.
- 1.2 A copy of the revised Internal Audit Annual Plan Summary (2020/21) based on the 'prioritised audit need' is attached at Appendix 1. This includes other tasks that support the delivery of the audit service to meet statutory and professional requirements. A total of 429 estimated days are required to complete the Audit Plan.
- 1.3 Supporting the corporate emergency response to COVID-19 has been the focus for Quarter 1, as well as completion of prioritised 2019/20 audit work in order to inform the annual audit opinion. In addition advisory work on new and emerging processes, risk analysis, audit follow up (recommendations) and Audit Committee reporting are examples of work areas undertaken. As part of the recovery phase further audit, assurance and advisory work will be carried out, although we remain mindful of the ongoing pressure on all Services and the backlog of work arising from COVID-19. A priority rating (A or B) for undertaking proposed assignments has been recommended in the revised audit plan.

- 1.4 The original plan report shared with Audit Committee in March 2020 sets out the background to the annual audit planning process. Internal Audit findings will form the basis of the annual audit opinion for 2020/21 on the adequacy of the authority's control environment which feeds into and underpins the Annual Governance Statement.
- 1.5 The Internal Audit Annual Plan is intended to be flexible and agile to take into account changing priorities according to perceived risks. This is particularly relevant in the current pandemic environment and uncertainty that prevails.
- 2. Options analysis and proposal**
- 2.1 The revised audit plan has given due consideration to emerging and current risks (and opportunities) facing the authority.
- 3. Financial implications**
- 3.1 Please refer to previous audit plan report of March 2020 (this refers to additional support requirements for unforeseen internal fraud investigations).
- 4. Other considerations**
- 4.1 The revised Internal Audit Annual Plan has focussed on the areas of higher priority for 2020/21.
- 4.2 The revised Audit Plan will be giving consideration to **Equality and Diversity** measures as part of auditing Organisational Culture.
- 5. Sustainability/Climate Change Implications**
- 5.1 The revised Audit Plan includes a review of Climate Change and any recommendations arising will aim to support continued sustainability/climate change measures.
- 6. Timetable for implementation**
- 6.1 The Internal Audit Annual Plan sets out work to be undertaken by the Internal Audit team during the 2020/21 financial year.

**Background papers:** There are none.

**Appendices:** Appendix 1 Revised Annual Internal Audit Plan 2020/21