

## **AUDIT COMMITTEE – 20 APRIL 2011**

### **INTERNAL AUDIT PLAN – QUARTER 1 2011/12**

**Report by the Assistant Chief Executive and Chief Finance Officer**

#### **INTRODUCTION**

1. In March 2011 the Audit Committee approved the Internal Audit Strategy for 2011/12 which included a move from an annual Internal Audit Plan, to a quarterly one.
2. The detailed quarter 1 plan for Internal Audit is attached as annex 1 to this report.
3. The plan has been compiled after consultation with the Directors and the Performance and Review Team.
4. No target days are reported against the individual audits. Auditors will be given budgets for each audit, but the measure for reporting to the Audit Committee is delivering the audits in accordance with the plan. Quarterly planning will make this easier to measure and monitor.
5. In addition to the planned activity, in quarter 1 the needs assessment for contract audit is being reviewed and will be used to direct assurance activity in quarters 2, 3, and 4. In the first quarter we will also be concluding the 2010/11 plan and supporting the compilation of the Annual Governance Statement.
6. The Internal Audit Strategy includes the further collaboration with Buckinghamshire County Council and the implementation of audit project management software, and action tracking software. In quarter 1, time will be allocated to developing these. A business case has been agreed by the IT Development Board for action tracking, but the proposed solution has been challenged and an investigation is being undertaken to determine whether an existing software solution has suitable modules to achieve the same outcome. It is hoped this will be concluded during Q1. A demonstration of the Deloitte software for audit project management is scheduled for 3 May 2011. Assuming there are no technical issues, a further business case will be made to the IT Development Board.

#### **RECOMMENDATION**

**The Committee is RECOMMENDED to approve the Quarter 1 Internal Audit Plan.**

Ian Dyson

Assistant Head of Finance (Audit)

Background papers: None.

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