

	<b>Audit Advisory Committee</b> 10 January 2018
	<b>Report from the Chief Finance Officer</b>
<b>Preparing the Annual Internal Audit Plan 2018/19</b>	

<b>Wards Affected:</b>	N/A
<b>Key or Non-Key Decision:</b>	N/A
<b>Open or Part/Fully Exempt:</b> <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
<b>No. of Appendices:</b>	None
<b>Background Papers:</b>	None
<b>Contact Officer(s):</b> <small>(Name, Title, Contact Details)</small>	Michael Bradley Head of Audit & Investigations Email: <a href="mailto:michael.breadley@brent.gov.uk">michael.breadley@brent.gov.uk</a> Tel: 020 8937 6526

## 1.0 Purpose of the Report

- 1.1 This paper sets out the process for preparing the Internal Audit annual plan for 2018/19 and seeks input from the Audit Advisory Committee on areas where they think independent assurance may be beneficial.

## 2.0 Recommendation

- 2.1 That the Audit Advisory Committee notes the approach to annual audit planning.

## 3.0 Detail

### Annual Audit Planning Process

- 1.2 The areas that will be proposed for inclusion in the plan will be derived from the following sources:
- Departmental and strategic risk registers;
  - Corporate Assurance Map – the output from an ‘assurance mapping’ exercise undertaken in 2017/18 which sought to connect objectives to risks and their respective. sources of assurance, and

- 18/19 provisional list – a list of potential audit areas derived from the IA team's observations, discussions and review of corporate developments
- 1.3 A resource calculation will be undertaken to establish the amount of 'auditor days' that can be fully delivered to the required quality. A portion will be retained for contingency purposes
- 1.4 It is likely that we will have approximately 1100 days of audit work available. We will aim to retain 15-20% of this as contingency.
- 1.5 Once this planning exercise is complete, a proposed draft plan will be discussed with senior management to ensure that the Internal Audit service is fully meeting assurance requirements. This will then be presented to the Audit Advisory Committee in March 2018 for approval.
- 1.6 The Audit Advisory Committee is asked for any areas where they feel independent assurance from the Internal Audit service would be beneficial.

#### **4.0 Financial Implications**

- 4.1 None.

#### **5.0 Legal Implications**

- 5.1 None.

#### **6.0 Equality Implications**

- 6.1 None.

#### **7.0 Consultation with Ward Members and Stakeholders**

- 7.1 None.

**Report sign off:**

**CONRAD HALL**  
Chief Finance Officer