

---

<b>REPORT TO:</b>	<b>AUDIT SUB COMMITTEE</b>	<b>AGENDA ITEM: 7</b>
<b>DATE OF MEETING:</b>	<b>3rd APRIL 2013</b>	<b>CATEGORY: RECOMMENDED</b>
<b>REPORT FROM:</b>	<b>CHIEF EXECUTIVE</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>CHIEF FINANCE OFFICER KEVIN STACKHOUSE (01283 595811) <a href="mailto:kevin.stackhouse@south-derbys.gov.uk">kevin.stackhouse@south-derbys.gov.uk</a></b>	<b>DOC:</b> u/ks/internal audit/derby city/annual plans/covering report
<b>SUBJECT:</b>	<b>INTERNAL AUDIT PLAN 2013-14</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE: AS 02</b>

---

## **1.0 Recommendations**

- 1.1 That the proposed Internal Audit Plan for 2013-14 is considered and approved for implementation, subject to any changes agreed by the Committee.

## **2.0 Purpose of Report**

- 2.1 To consider the proposed Audit Plan for 2013/14. This is in accordance with the Code of Practice for Internal Audit which governs local authorities.

## **3.0 Detail**

- 3.1 The Plan has been drawn up independently by the Audit Manager of the Central Midlands Audit Partnership who provide the internal audit service for the Council. The Plan (attached) details where audit are proposing to allocate their resources (Section 4) over the coming financial year 2013-14.
- 3.2 This includes an assessment of the Council's risk areas which helps to inform how audit will allocate resources. The allocation is also based to a certain degree, on the requirements of External Audit and in particular, work required on the fundamental financial systems and processes.
- 3.3 The Plan also details the audit approach and coverage that the Council can expect from the Partnership. The Committee is requested to consider priorities and the proposed allocation of resources for 2013/14.

## **4.0 Financial Implications**

- 4.1 The Plan will be delivered within the budget allocated to the Partnership.

## **5.0 Corporate Implications**

- 5.1 A majority of the proposed plan relates to corporate activities in order that the key financial, IT, HR, Procurement and governance systems, etc. that underpin service delivery are covered. These areas are subject to audit each year, although the focus of each annual review may be different.
- 5.2 Direct service areas are covered on a cyclical basis to ensure that all activities are subject to some degree of audit over a 5-year period. Although some areas will have an inherent higher risk rating, they may not be audited each and every year unless special circumstances exist.
- 5.3 It is proposed to undertake detailed audits in the following service areas during 2013/14.
- Leisure Centres
  - Rent Accounting
  - Tenant's Arrears
  - Housing Allocations and Homelessness
- 5.4 Contingencies are also included for special investigations and to provide advice on emerging issues that may arise during the year.

## **6.0 Community Implications**

- 6.1 None directly.

## **7.0 Background Papers**

- 7.1 None