

WYRE FOREST DISTRICT COUNCIL

CABINET
24TH APRIL 2008

Recommendations from Audit Committee
17th March 2008
Internal Audit - Annual Audit Plan 2008 - 2009

At the Audit Committee meeting on 17th March 2008 Members considered the Internal Audit - Annual Audit Plan 2008 - 2009 which had been prepared by the Financial Services Manager in accordance with the requirements of the CIPFA Code of Practice for Internal Audit. This plan would guide the overall progress of the Audit Section for the coming year and summarised the work that would be undertaken within each of the Divisions.

The Financial Services Manager drew Members' attention to the shortfall in days available to carry out the Plan. The areas to be covered in the Audit Plan had been identified by an objective risk assessment. This produced an overall needs assessment for the internal audit service of 1,005 days. There were 889 days available for this work to be undertaken - giving a shortfall of 116 days. This shortfall was approximately equivalent to a 22.5 hour Senior Auditor post.

If additional days were to be bought in to undertake the shortfall it was pointed out that the internal audit service did not have the capacity to ensure that these audits were undertaken in accordance with the CIPFA Code of Practice.

It was also noted that the plan had assumed that the internal audit section was at full establishment. However Members were informed that the full-time audit post was currently being recruited. Once recruited, it would take a period of time for the postholder to settle in and no longer require ongoing assistance from other members of the internal audit section.

RECOMMENDED TO CABINET:

- 1. Approval be given to the Internal Audit - Annual Audit Plan 2008 - 2009 attached as Appendix 1 of the report to Audit Committee, noting the shortfall in days available and REQUEST that the Cabinet investigate ways of meeting the shortfall identified in the Annual Audit Plan 2008 - 2009.**

2. **Approval be given for the Financial Services Manager to amend the plan in light of developments arising during the year as described in paragraph 3.8 of the report to the Audit Committee and in accordance with paragraph 3.3 (b) of the approved Terms of Reference for Internal Audit.**