



Powys County Council

Internal Audit Planning

Interim Plan Q1 2023/24

Internal Audit work should be aligned to corporate priorities. The Council’s new strategic plan “Fairer Stronger, Greener” is yet to be formally released. Therefore, it is proposed that an Interim Quarter 1 plan for 23/24 be endorsed.

The 23/24 plan will be presented at the next Committee and will focus on audits that extend over a much longer period (12-18 Months). Whilst this work programme will demonstrate how coverage and assurance is given over a prolonged period, it will also be agile to reflect changing needs and risks facing the Council.



Planning - Background

Internal audit provides an independent and objective opinion on the Authority’s risk management, governance, and control environment by evaluating its effectiveness.

Each financial year, SWAP, in conjunction with senior management, put together a proposed plan of audit work. The objective of our planning process and subsequent plan is to put us in a position to provide a well-informed and comprehensive annual audit opinion, based on sufficient and appropriate coverage of key business objectives, associated risks, and risk management processes.

The “golden thread” that allows internal audit to align its work to the priorities of the Council is its strategic plan. A change of administration following the local council elections in May 2022 has resulted in the development of a new corporate plan- “Stronger, Fairer, Greener”. This plan has not been finalised in a window to allow it to be formally considered as part of the planning process for 23/24.

As a result, Internal Audit are proposing an interim Quarter 1 Plan based on the pipeline that was previously endorsed by Committee. In addition, some work will be carried forward from 23/23 and some continuous audits will also be scheduled. Any new areas have already be discussed and agreed with the relevant Service.

Once the corporate plan is formally released, Internal Audit will produce a longer term plan and pipeline that will be approved by both the Council’s Leadership Team and the Governance and Audit Committee.

The pipeline of work provides some flexible options if the original audits are unforeseeably delayed, deferred or deleted.



Outcome

Internal Audit Interim Plan – Q1 23/24

The Committee will be given the opportunity to contribute to the full plan for 2023/24.

Appendix A of the report contains the list of audits that will make up the work programme for quarter 1, 2023/24.

The Committee is asked to endorse the interim internal Audit Plan for Quarter 1 23/24

Contact Information

SWAP is an internal audit partnership covering 28 organisations. Powys County Council is a part-owner of SWAP, and we provide the internal audit service to the Council.

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Proposed Internal Audit Work Programme Q1 2023/24				
Quarter	Service	Assignment	Scope	Status
Q1	Finance	Debt Administration	Review the systems for the administration of Debt to ensure that they are sound, secure and drive the recovery process.	Draft
Q1	Workforce	Safeguarding	Review the Councils DBS checking in payroll following on from a Wales Audit review	Draft
Q1	Schools	Brecon High School-Secondary	Review Governance, financial administration and Asset Management at school using 360 assessment	Draft
Q1	Housing	Voids – Follow up	To follow up a previous limited report on the administration, control and reporting of void properties. Delays by Client	Draft
Q1	Workforce	Health & Safety	Review corporate guidance, oversight and governance arrangements with Health and Safety legislation. A further review of OD Service compliance will be undertaken in a future audit cycle.	In Progress
Q1	Adults and Children	Front Door Review	Assessing the process of third-party reporting in Children Services to ensure efficient practices.	In Progress
Q1	Schools	Radnor Valley Primary	Review Governance, financial administration and Asset Management at school using 360 assessment	In Progress
Q1	Digital	Data Quality Maturity	To review the quality of the data produced by different areas of the Council with the aim of reporting Maturity	In Progress
Q1	Schools	Ysgol Calon Cymru - Secondary	Review Governance, financial administration and Asset Management at school using 360 assessment	In Progress

Quarter	Service	Assignment	Scope	Status
Q1	Highways	Commissioning -Follow Up	The initial audit reviewed commissioning activities to ensure that critical road defects were repaired promptly and effectively. The Follow up audit will give assurance that the actions have been implemented and are addressing the risks.	Planned
Q1	Highways	Procurement- Follow up	The initial audit reviewed that Value for Money was achieved when procuring services whilst protecting against the risk of fraud. The Follow up audit will give assurance that the actions have been implemented and are addressing the key risks.	Planned
Q1	Highways	Delivery, Monitoring & Reporting- Follow Up	The initial audit reviewed that the Service had effective oversight over operations from a performance and financial perspective. The Follow up audit will give assurance that the actions have been implemented and are addressing the key risks.	Planned
Q1	Highways	Vehicles, Assets & Fuel-Follow-up	The initial audit reviewed that the use of vehicles and plant was effectively monitored and there were no signs to misuse. The Follow up audit will give assurance that the actions have been implemented and are addressing the key risks.	Planned
Q1	Highways	Materials and Stock – Follow up	The initial audit reviewed that Material and stock were effectively controlled to provide assurance that the items had been used for the delivery of commissioned work. The Follow up audit will give assurance that the actions have been implemented and are addressing the key risks.	Planned
Q1	Housing & Pub Protection	Grant- Certification	Grant Certification required by Welsh Government to give assurance that expenditure items are legitimate.	Planned
Q1	Finance	Mid Wales Growth Deal	Gaining assurance around the control processes to enable the certification of expenditure and Governance controls for 22/23	Planned
Q1	Finance	Purchase cards- Q1	On-going continuous review of purchase card transactions to identify non-compliance with council rules and exceptions that require more detailed investigation. The outcome will improve customer behaviour and more sound financial control.	Planned
Q1	Finance	NFI 2022	Report on the Q4 22/23 Outcomes of the New National Fraud Initiative 2022	Planned

Quarter	Service	Assignment	Scope	Status
Q1	Schools	School Themed Review -Governance	Combining the collective knowledge of the school audits throughout the year to give a corporate insight into the key issues	Planned
Q1	Schools	School Themed Review -Finance	Combining the collective knowledge of the school audits throughout the year to give a corporate insight into the key issues	Planned
Q1	Schools	Primary school Audit x 3	Review Governance, financial administration and Asset Management at school using 360 assessment	Planned
Q1	Finance	Insurance	Assessing coverage, claims handing, claim management and the VFM of Insurance Services	Planned
Q1	Transformation	Integrated Business Planning (IBP)	Review Integrated business plans to ensure aligned with Council priorities and the delivery of its outcomes. The Council have requested a delay on the full audit until Q1 23/24.	Planned
Q1	Regeneration	Levelling UP Fund Q1 Montgomery Canal	To advise and support the levelling up projects by reviewing project management , governance/scrutiny/decision making, financial management, risk management and other areas	Planned
Q1	Regeneration	Levelling up Fund- Theatr Brycheiniog	To advise and support the levelling up projects by reviewing project management , governance/scrutiny/decision making, financial management, risk management and other areas	Planned
Q1	Adults & Children	Direct Payments	A review of the processing controls and data analytics that would prevent potential fraud and error	Planned
Q1	Digital	IT Audit Area (TBA)	The piece on work will come from the Security review that is nearing completion	Planned
Q1	Support	Committee / Management Reporting	Supporting Council Management Teams and Governance and Audit Committee.	Planned
Q1	Support	Action Tracking Reports	Reports tracking the implementation of internal audit agreed actions.	Planned
Q1	Support	Planning & Engagement	Engaging with the Council to develop priority and risk-based plans	Planned

AGREED PIPELINE				
	Workforce	Payroll	Review controls and arrangement with particular regard to starters, leavers, variations to pay and overtime	Pipeline
	Finance	Treasury and cash Management	The audit will review the effectiveness of the key controls over cash management, including the management and operation of bank accounts and cash flow management	Pipeline
	Finance	Income Collection Arrangements	To randomly visit a number of income collection offices to ensure effective accounting and records are maintained.	Pipeline
	Planning	Section 106 Agreements	The objective of the audit is to provide assurance that the Planning Service arrangements for the recording and monitoring of s106 obligations are meeting the needs of the Council and ensure that s106 obligations are enforced and met.	Pipeline
	Schools	Pre-School Activities	To gain assurance that activities on the periphery of the school have effective control and management.	Pipeline
	HTR & School	School Transport	To review arrangements on the home to school transport provision	Pipeline
	Highways, Transport and Recycling	Waste Management	To review financial, commercial and operating arrangements for the Council's Waste Management activities.	Pipeline
	Corporate	Climate Change and Sustainability	To review whether the Council have short term goals and action combined with long term strategies to reduce and manage the impact of climate change	Pipeline