

Internal Audit Plan 2019/20



Audit West

Delivering Independent Assurance to the Public Sector

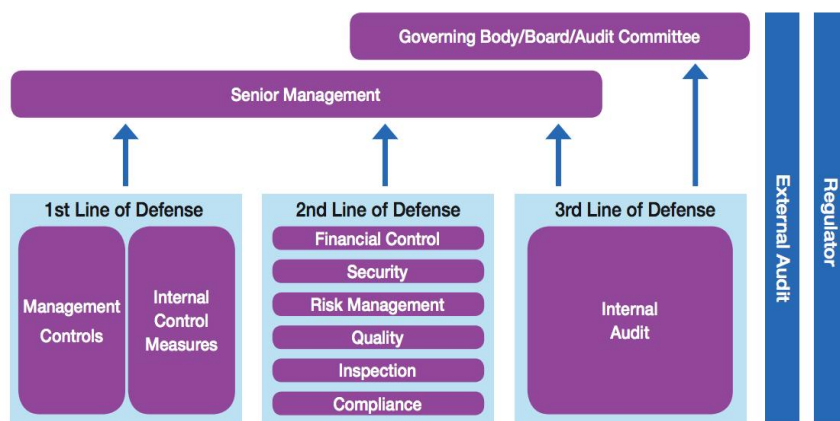
1. Our Role

Introduction

The West of England Combined Authority is striving to be a driving force for clean and inclusive economic growth in the West of England with the aim to ensure that people benefit from more job opportunities, a stronger economy and a higher quality of life. To achieve this the Authority has recognised the importance of excellence in resource management and sound governance as fundamental to achieving these priorities.

Audit West fully recognizes its need to be flexible and agile in the face of the significant changes affecting the whole of the public sector and meet the needs of its stakeholders. Independent assurance which is strong but supportive can provide a helpful and positive role not just to services but to elected Members and the Community at large by demonstrating that the Authority is operating effectively and protecting its assets and resources for the benefit of all its stakeholders.

Three Lines of Defence Model



By being independent of management Audit West maintain the third line of defence and we continue to do this effectively by working with all our stakeholders - especially the Audit Committee, Statutory Officers and Senior Management – to improve the service we offer but also to provide an independent voice in supporting service change and transformation.

We also aim to offer continued value to all our clients based on the following key priorities –

- **Use of our Reasonable Assurance Model**
- **Maximising Use of Technology**
- **Investment in Skills**
- **Offering complimentary assurance services**
- **Providing Value for Money**

The remainder of this document outlines our approach and also the indicative areas for our audit and assurance plan for 2019/20.

2. Your Priorities & Plans

WEST OF ENGLAND COMBINED AUTHORITY

BUSINESS PLAN 2019-20

OPERATING FRAMEWORK

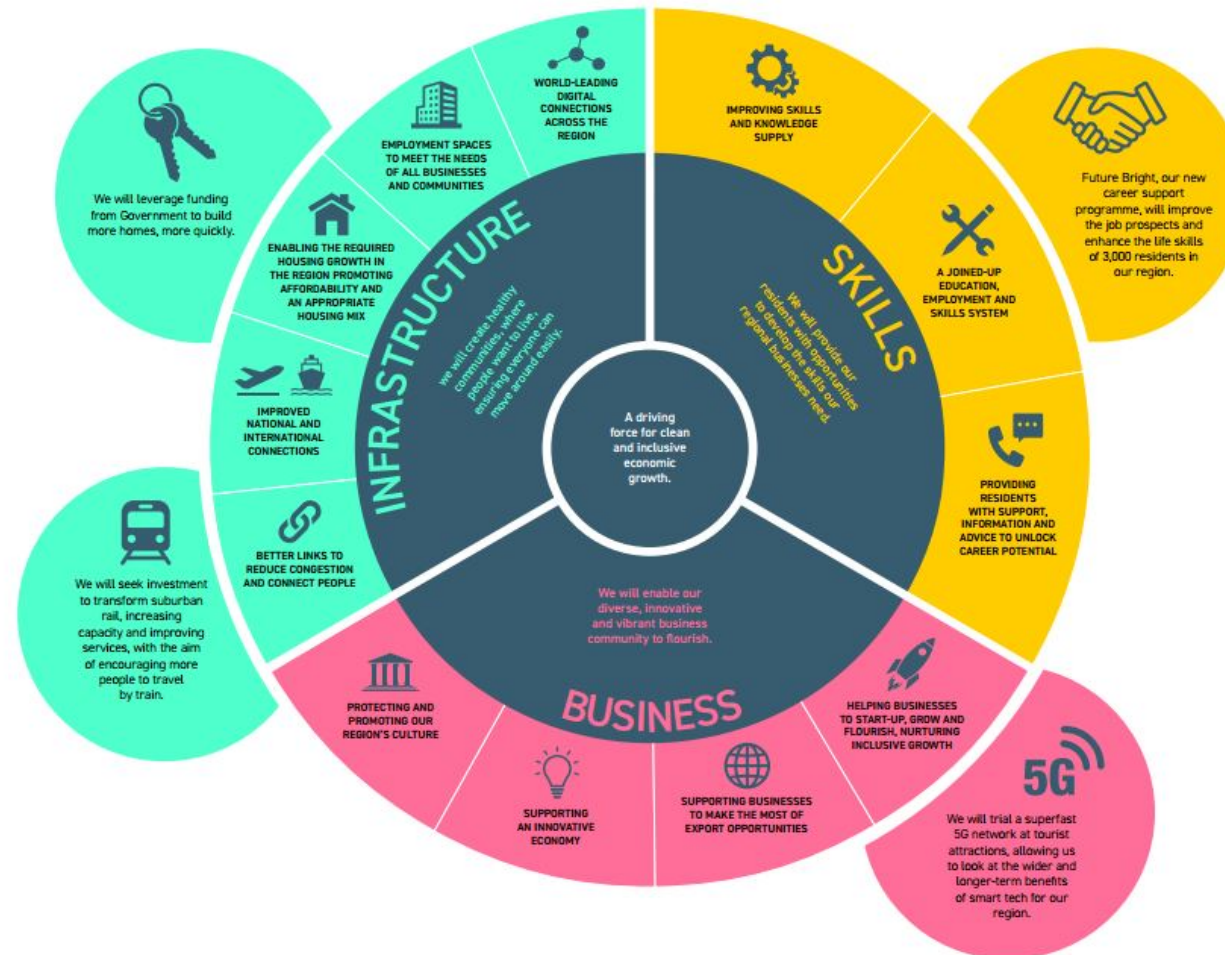
Our operating framework sets out our priorities for clean and inclusive economic growth in the West of England.

OUR AMBITIONS

The West of England is a place of growth and innovation, where economic, cultural and environmental diversity is celebrated and forms the foundation of prosperity for all.

We are investing in people and places - including jobs, skills, transport, homes, and digital connections - to ensure we are creating healthy communities where people want to live, work and visit.

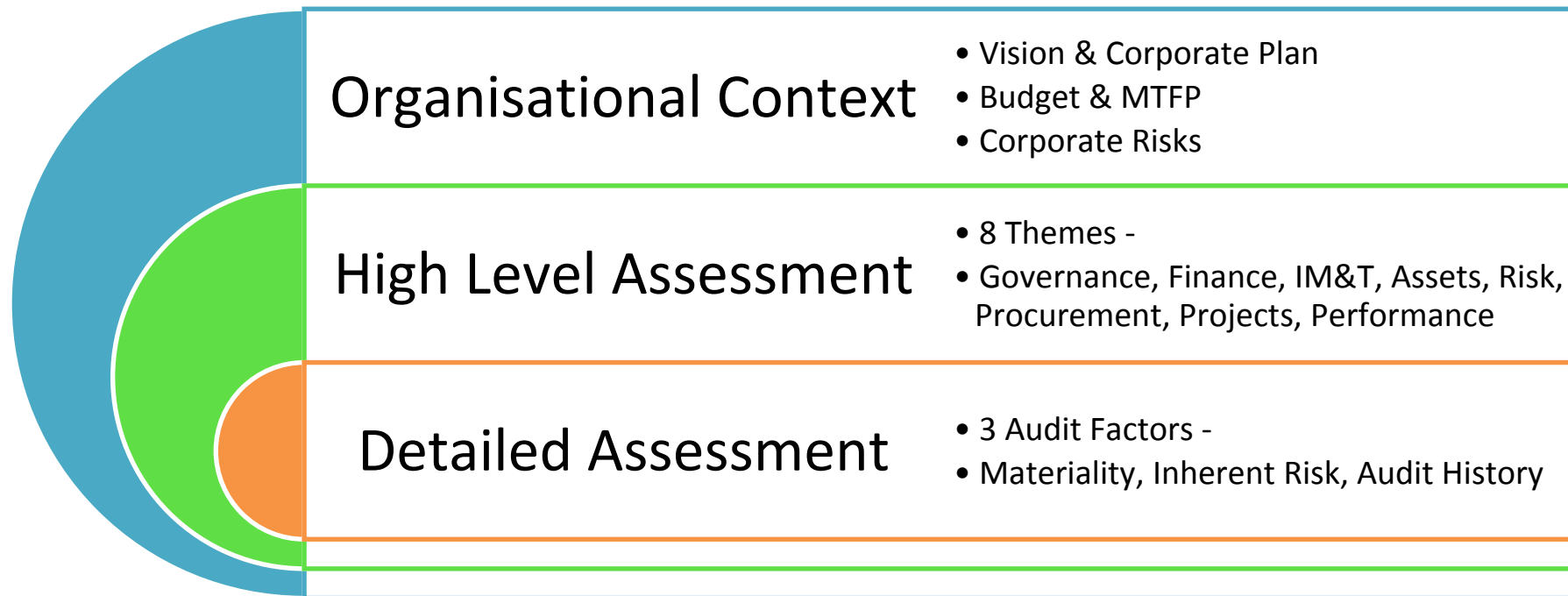
We will achieve our ambitions by investing in three priority areas: infrastructure, skills and business.



3. Reasonable Assurance Model – Producing the Audit Plan

The model is based on the fundamental requirement that the audit plan proposed will deliver sufficient work to enable the Head of Audit to independently assess the internal control framework and give a reasonable assurance opinion at the end of each year.

This involves considering current context of the Authority, what a 'healthy organisation' requires to operate effectively and then assessing independently against this in a staged process as follows –



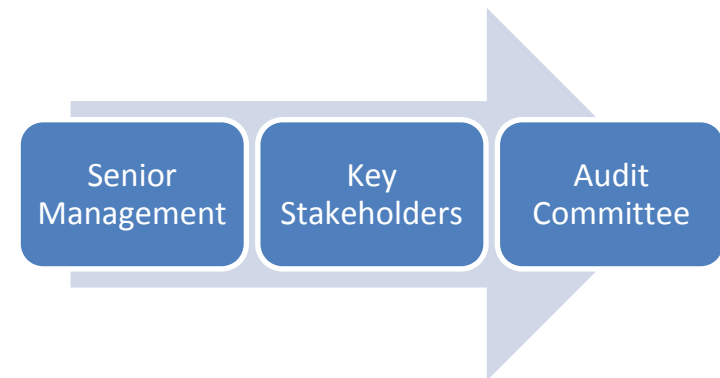
HIGH LEVEL ASSESSMENT AREAS – REASONABLE ASSURANCE



DETAILED CRITERIA – AUDIT PLAN LISTING



CONSULTATION & APPROVAL



Results of our Reasonable Assurance Model Risk Assessment –

HIGH		PROGRAMME & PROJECT MANAGEMENT			
		CORPORATE GOVERNANCE	PROCUREMENT		
		FINANCIAL MANAGEMENT	PERFORMANCE MANAGEMENT	RISK MANAGEMENT	
			INFORMATION MANAGEMENT		
			ASSET MANAGEMENT		
	HIGH	LEVEL OF ASSURANCE			LOW

4 Areas for Review – 2019/20

Internal Audit Areas	Reasonable Assurance Theme
Infrastructure & Investment (50 Days)	
Treasury Management	Financial Management/Corporate Governance
ICT & Financial Systems Programme	Financial Management/Programme & Project Management/ Corporate Governance
Land Acquisition Fund	Financial Management/ Programme & Project Management/ Corporate Governance
Housing Infrastructure Fund	Financial Management/ Programme & Project Management/ Corporate Governance
Corporate Governance (20 Days)	
Annual Governance Review (AGS)	Corporate Governance
Reasonable Assurance Model – Corporate Governance	Corporate Governance
Reasonable Assurance Model – Financial Management	Financial Management
Reasonable Assurance Model – Performance Management	Performance Management
Reasonable Assurance Model – Risk Management	Risk Management
Reasonable Assurance Model – Programme & Project Management	Programme & Project Management
Reasonable Assurance Model – Procurement	Procurement
Reasonable Assurance Model – Information Management	Information Management & Technology
Reasonable Assurance Model – Asset Management	Asset Management
Follow-Up Reviews (10 Days)	
Accounting Ledger – Control A/C Reconciliation	Financial Management
Bank Account Reconciliation	Financial Management
Risk Management	Risk Management
Counter Fraud Arrangements	Risk Management
Adult Education Budget	Risk & Performance Management
Future Bright	Risk & Performance Management
Grant Funding (i.e. Local Growth Fund)	Financial Management
Grant Certification – LEP/Accountable Body (10 Days)	
West of England – Local Growth Fund - (LEP/Accountable Body)	Financial Management/ Corporate Governance
West of England - Growth Hub Grant Claim – Certification	Financial Management
West of England - Enterprise Network Adviser Grant Claim - Certification	Financial Management
West of England - Apprenticeship Grant Claim – Certification	Risk Management
West of England - Careers Enterprise Grant Claim - Certification	Risk Management

5 Contact Details

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