



ANGUS HEALTH AND SOCIAL CARE

INTEGRATION JOINT BOARD AUDIT COMMITTEE – 21 JUNE 2023

2022/23 and 2023/24 INTERNAL AUDIT PLANS – PROGRESS REPORT

REPORT BY TONY GASKIN, CHIEF INTERNAL AUDITOR

ABSTRACT

The aim of this paper is to brief the Audit Committee on the substantive completion of the 2022/23 Internal Audit Plan as well as progress against the 2023/24 plan. This report also includes internal audit reports that were commissioned by the partner Audit and Risk Committees, where the outputs are considered relevant for assurance purposes to Angus IJB, for information.

1. RECOMMENDATION




The Audit Committee is asked to note the work undertaken relating to the 2022/23 and 2023/24 Internal Audit plans.

2. BACKGROUND

The Public Sector Internal Audit Standards (PSIAS) require that the Chief Internal Auditor (CIA) reports periodically to the Audit Committee on activity and performance relative to the approved annual plan. We have previously set out that audit work is planned so as to allow the Chief Internal Auditor to provide the necessary assurances prior to the signing of the accounts.

Working with our partners in Angus Council, we are committed to ensuring that internal audit assignments are reported to the target Audit Committee. Of the two remaining 2022/23 assignments, AN05/23 Finance is now complete - see separate agenda item. AN04/23 Workforce is substantially complete with the draft report being reviewed. In addition, at the request of management Internal Audit have undertaken additional work from the 2023/24 Annual Internal Audit plan (See previous agenda items on the role of the CFO and the Financial Regulations, included as AN04/24 below). While the 2023/24 Annual Internal Audit plan is due to be presented for approval at the next Audit Committee meeting, progress on non-discretionary elements of the provisional plan is incorporated in Appendix 1 below.

The progress of each audit has been risk assessed and a RAG rating added showing an assessment of Internal Audit progress using the following definitions:

Risk Assessment		Definition
Green		On track or complete
Amber		In progress with minor delay
Red		Not on track (reason to be provided)

Resources to deliver the plan are provided by the NHS Tayside and Angus Council Internal Audit Services.

Appendix 1 sets out progress on the 2022/23 Plan, as well as the 2023/24 Plan. An equivalent report will be produced routinely for all Audit Committee meetings.

3. CURRENT POSITION

The 2022/23 Internal Audit Plan was agreed at the June 2022 meeting. Progress is incorporated in Appendix 1 below with the following updates since the last Audit Committee:

- Workforce planning (AN04/23)
 - Fieldwork complete, aim to issue by end June
- Finance (AN05/23)
 - Final report issued

Progress on non-discretionary elements of the provisional 2023/24 plan is also incorporated in Appendix 1 below:

- Audit Planning (AN01/24)
 - Ongoing (See agenda note)
- Audit Management (AN02/24)
 - Ongoing for 2023/24
- Annual Internal Audit Report 2022/23 (AN03/24):
 - Complete Final report issued (See Separate agenda item)
- Governance & Assurance (AN04/24)
 - Complete (reported to April 2023 Audit Committee)

In order that all parts of the system receive appropriate information on the adequacy and effectiveness of internal control within their purview, including controls operated by other bodies which impact on their control environment, an output sharing protocol was developed and approved by all partners' respective Audit and Risk Committees which covers the need to share internal audit outputs beyond the organisation that commissioned the work, in particular where the outputs are considered relevant for assurance purposes. The following reports are considered relevant and are summarised here for information. It should be noted that the respective Audit and Risk Committees of the commissioning bodies are responsible for scrutiny of implementation of actions.

NHS Tayside reports:

No applicable reports at this time

Angus Council reports:

Report Description	Assurance	Key findings
Adults with Incapacity	No assurance	<p>The audit reviewed the arrangements in place against the following objectives:</p> <ul style="list-style-type: none">• Procedures are in place to ensure compliance with legal, OPG and MWC requirements.• For new Guardianship orders the procedures are being followed.• That the improvement plan that was in place to bring existing records up to date has been completed. <p>The overall level of assurance for the period covered by the audit testing is “No Assurance” resulting in a Priority 1 recommendation that a full review of the Guardianship process is undertaken, in light of the findings, and this review should address all of the individual issues identified in this report. The issues identified cover all the outstanding issues from the improvement plan.</p> <p>For further detail, see page 11 onwards in the link below: https://www.angus.gov.uk/media/agenda_item_no_5_report_no_10723_internal_audit_activity_update</p>

Other Tayside IJB reports:

No applicable reports at this time

4. FINANCIAL IMPLICATIONS

There are no direct financial implications.

5. RISK

The internal audit planning process which produces the Annual Internal Audit Plan takes into account the risk profile of the IJB. Individual internal audit assignments identify the key risks at the planning stage and our work is designed to evaluate whether appropriate systems are in place and operating effectively to mitigate the risks identified. Legislative requirements are a core consideration in planning all internal audit reviews.

6. OTHER IMPLICATIONS (IF APPLICABLE)

N/A

7. EQUALITY IMPACT ASSESSMENT






An Equality Impact Assessment is not required.

All internal audit reviews which involve review of policies and procedures will examine the way in which equality and diversity is incorporated within documentation.





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List of Appendices: Appendix 1 – Internal Audit Progress Report

Appendix 1

Ref	Audit	Indicative Scope	Target Committee	Audit	RAG status Of Internal Audit Progress	Planning stage	Work in Progress	Draft Issued	Complete	Grade
2022/23										
AN01-23	Audit Planning	Agreeing audit universe and preparation of strategic IA plan.	June 2022			✓	✓	✓	✓	N/A
AN02-23	Audit Management	Liaison with management, Pre-Audit Committee liaison with Chief Finance Officer and attendance at Audit Committee.	Ongoing			✓	✓	✓	✓	N/A
AN03-23	Annual Internal Audit Report (2021/22)	CIA's annual assurance statement to the IJB and review of governance self-assessment.	June 2022			✓	✓	✓	✓	N/A
AN04-23	Workforce	Scope: coherent, co-ordinated, adequate and effective approach to managing significant workforce risks. Strategic & operational responses across the totality of the workforce, including contracted services and 3 rd sector	December 2022 August 2023 ¹			✓	✓			
AN05-23	Finance	Scope: Financial monitoring and reporting is complete, relevant, sufficient and reliable; Validation of Self Assessment against CIPFA Chief Financial Officer Checklist	April 2023 June 2023			✓	✓	✓	✓	Reasonable assurance

¹ Completion of this audit was delayed due to competing priorities on audit staff time

Ref	Audit	Indicative Scope	Target Committee	Audit	RAG status Of Internal Audit Progress	Planning stage	Work in Progress	Draft Issued	Complete	Grade
2023/24										
AN01-24	Audit Planning	Agreeing audit universe and preparation of strategic plan.	June 2023 August 2023			✓	✓	✓		
AN02-24	Audit Management	Liaison with management, Pre-Audit Committee liaison with Chief Finance Officer and attendance at Audit Committee.	Ongoing			✓	✓			
AN03-24	Annual Internal Audit Report (2022/23)	CIA's annual assurance statement to the IJB and review of governance self-assessment.	June 2023			✓	✓	✓	✓	N/A
AN04-24	Governance & Assurance	Ad hoc advice and support to management on matters of governance and assurance.	April 2023			✓	✓	✓	✓	N/A