

Item 7: Office of the General Manager

7.1 Internal Audit Plan 2020-2021

REPORT BY THE EXECUTIVE MANAGER, HUMAN RESOURCES
TO 11 DECEMBER 2019 ORDINARY MEETING
GOV400067, COR400236

Recommendation

That Council:

1. **receive the report by the Executive Manager, Human Resources on the Internal Audit Plan 2020-2021; and**
2. **approve the Internal Audit Plan as follows:**
 - a) **Legislative Compliance: July 2020 – September 2020**
 - b) **Monitoring of the Delivery Program and Operational Plan: October 2020 – December 2020**
 - c) **IT Disaster Recovery Plan and Business Continuity Plan: January 2021 – March 2021**
 - d) **Conduct of Private Works: April 2021 – June 2021**

Executive summary

At Council's Audit, Risk and Improvement Committee (ARIC) meeting on 8 November 2019 the Committee endorsed the recommended twelve month Internal Audit Plan for the Financial Year 2020-2021.

Disclosure of Interest

Nil.

Detailed report

At the Council meeting of September 2018 Council adopted an Internal Audit Policy and an Audit, Risk and Improvement Committee Charter. Crowe Horwath was appointed as the Internal Audit for an initial 12 month period until 9 April 2020 with the option of extending the completion date for a further 12 month period until 9 April 2021. In order to allow for the completion of the proposed Internal Audit Plan it is proposed that this appointment extend to 30 June 2021.

In consultation with management, the Internal Auditor and the ARIC and in accordance with the Policy and Charter, an Internal Audit Plan has been developed and endorsed by the ARIC for the next twelve-month period 2020-2021.

Quarterly audits will be undertaken in relation to the following risk areas:

Internal Audit Plan	
Period	Audit Scope
July 2020 – September 2020	Legislative Compliance
October 2020 – December 2020	Monitoring of the Delivery Program and Operational Plan
January 2021 – March 2021	IT Disaster Recovery Plan and Business Continuity Plan
April 2021 – June 2021	Conduct of Private Works

Community Plan implications

Theme	Good Governance
Goal	An effective and efficient organisation
Strategy	Prudently manage risks association with all Council activities

Strategic implications

Council Strategies

Not Applicable

Council Policies

Internal Audit Policy

Audit, Risk and Improvement Committee Charter

Legislation

Not Applicable

Financial implications

A budget has been allocated in the 2020/2021 Operation Plan to meet the requirements of the Internal Audit Plan.

Associated Risks

The Internal Audit Plan is a critical component of the Internal Audit Function and is essential in ensuring Council is meeting its obligations under the Internal Audit Policy.

MICHELE GEORGE
EXECUTIVE MANAGER, HUMAN RESOURCES

22 November 2019

Attachments: Nil

APPROVED FOR SUBMISSION:
BRAD CAM
GENERAL MANAGER