

Plymouth City Council

Audit Plan 2012/13 – Progress Report

Audit Committee

December 13 2012

2012/13 Audit Plan Update – December 2012.

Work area	Reason performed	Work objective	Draft to lead officer	Plymouth Lead Officer	Progress to date
Financial statements					
Audit Plan 2012/13	Code of Audit Practice	To design an audit plan that meets the requirements of the Code of Audit Practice and relevant International Standards of Auditing.	January 2013	Adam Broome	Planning meetings and discussions are on-going and will continue throughout December. Our initial risk assessment is in progress and will be used to inform the Audit Plan. Risks will be updated on a continual basis throughout the year. Officers and members will be kept informed of progress.
IT risk assessment and review	Code of Audit Practice	To perform a detailed review of the IT systems employed within the Council with particular examination of the new Payroll system	March 2013	David Northey	A timetable for initial meetings and visits is currently being planned.
Interim Report & Update to Financial Audit Plan	Code of Audit Practice	To gain assurance from systems of financial control for the opinion.	May 2013	David Northey/ Malcolm Coe	
Accounts opinion	Code of Audit Practice	To provide an opinion on the accounts and determine the value for money conclusion.	September 2013	David Northey/ Malcolm Coe	
ISA260 report	Code of Audit Practice	To summarise the findings from our final accounts and other Code work that impacts on our opinion and to discuss these findings with those charged with governance.	September 2013	Adam Broome/ David Northey/ Malcolm Coe	
Whole of Government Accounts and Consolidation exercise	ISA600 – Special Considerations, Audits of Group Financial Statements.	To perform specific tests in accordance with WGA NAO group instructions.	N/A	Adam Broome/ David Northey/ Malcolm Coe	
Value for Money (VfM) conclusion					
VfM risk assessment	Code of Audit Practice	To identify areas of risk relating to the VfM conclusion and where more detailed work is required.	January 2013	Malcolm Coe	We are currently in the process of collating information to inform our initial risk assessment. We will share the initial assessment with officers in January 2013 and discuss specific pieces of work that may be required to be undertaken to inform our Value for Money conclusion in 2012/13. The outcome of our assessment will be included in our Audit Plan.
Financial Resilience	Code of Audit Practice	To assess the Council's arrangements in place in the following areas: – Strategic financial planning	September 2013	Malcolm Coe	

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		<ul style="list-style-type: none"> – Financial governance and – Financial control. 			
Follow up of previous years' work and recommendation	Code of Audit Practice	To review the progress against agreed action plans for the VfM work performed in 2011/12.	September 2013	Malcolm Coe	
VfM conclusion	Code of Audit Practice	To provide conclusion on the Council's arrangements for achieving VfM.	September 2013	Adam Broome	
Other reports					
Annual Audit Letter	Code of Audit Practice	To summarise key findings and conclusions from the work performed under our audit plan.	October 2013	Adam Broome – Audit Committee Members	
Grant claims and Certificates					
	Grant claim work	To certify the Council's grant claims and returns that require audit certification and testing. Grant claims will be reported on an individual basis throughout the year.	June 2013 – November 2013	David Northey	
Grant Claim summary report	Grant Claim work	To summarise the key findings from our certification of all grant claims in 2012/13	November 2013	David Northey	