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Report to: Belmont Parish Council
Date: 7th April 2021
Report of: Gordon Fletcher, Internal Auditor
Subject: Internal Audit Plan for 2021/2022

1 Purpose of the Report

- 1.1. The purpose of the report is to advise Parish Council members of the Internal Audit Plan of work for 2021/22.

2 Consultation

- 2.1. In preparing this report I have consulted with the Chair and Clerk to the Parish Council.

3 Background

- 3.1 It was agreed that the Internal Auditor would report to the Parish Council on an agreed plan of work for 2021/22. An explanation of how the plan was formulated is given below to enable members to discuss any possible issues.

4 Position Statement and Option Appraisal.

- 4.1 In order for the Internal Auditor to ensure that the Parish Council's internal controls are effective, an Audit Plan is proposed as the most effective way to carry a review of the Council's internal controls to be carried out in accordance with the CIPFA Code of Practice.
- 4.2 The areas shown below have been determined from the latest Internal and External audit reports and any requirements and perceived risks for the coming year of the Parish Council
- 4.3. The main purpose of the Internal Audit Plan is to ensure the following:
- the main areas of the Council, are audited every year in accordance regarding the Annual Governance and Accountability Return.
 - that audit work is in accordance with the Council's aims and objectives.
 - Give further assurances on specific Council's activities during the year.
- 4.4. Therefore, unless Members have any other areas they wish me to examine in detail, then during the year (around November) it is intended to review:
- Budgetary control
 - Creditors payments
 - Confirmation that exercise of public rights has been properly provided (new internal control from external auditor).

A report will be produced and submitted to the Members for their comment and agreement.

5 Conclusion

- 5.1. The planning process used, ensured that the Internal Auditor is able to meet the requirements placed upon it and also provide a valuable service to the members and officers of the council to give assurance on its activities.

6 Recommendation

- 6.1. Members are asked to comment on the information contained within the report, and to approve the Internal Audit Annual Plan for 2021/2022.



Gordon Fletcher,
Internal Auditor for the Council