

Report Title: **INTERNAL AUDIT PLAN AND REPORT BACK**

Report of: **Helen Downie, Head of Finance, Alexandra Palace & Park Charitable Trust**

1. Purpose

- 1.1 To advise the Board of progress against the outstanding recommendations from the 2008 Internal Audit Report by the Council's Internal Audit Team;
- 1.2 To present the proposed Internal Audit Operational Plan for 2011/12 for approval by the Board.

2. Recommendations

- 2.1 The Board is asked to note the outcome of the second follow up visit relating to the Council's 2008 internal audit report;
- 2.2 The Board is asked to approve the proposed internal audit plan for the 2011/12 financial year.

Report Authorised by: **Andrew Gill, Interim General Manager**



Contact Officer: Andrew Gill, **Interim General Manager, Alexandra Palace & Park, Alexandra Palace Way, Wood Green N22 7AY Tel No. 020 8365 4340**

3. Executive Summary

- 3.1 In 2008, the Council's Internal Audit Team undertook a review of controls and processes in the Trust. The resulting report contained 12 recommendations relating to governance, risk management, strategic planning and operational procedures.
- 3.2 Following their appointment as internal auditors to the Trust, Mazars undertook a follow up review of the outstanding recommendations in May 2010. They concluded that of the original 12 recommendations, six had been fully implemented, five were in progress and one had been superceded. A further visit was conducted in April 2011, the results of which are included in the report at Appendix 1. Mazars concluded that 11 of the 12 recommendations have been fully implemented, the exception being the recommendation relating to the development and approval of the Trust's three year business plan, which was 'in progress'.

3.3 The three year business plan for the Trust is the subject of a separate paper to this Board meeting.

3.4 The outcome of the second follow up visit was reported to the Council's Audit Committee on 19th April 2011

3.5 The proposed operational audit plan for the 2011/12 financial year is at Appendix 2 to this report. This has been drafted in the context of the impending recruitment of a Chief Executive for the Trust and in light of the considerable financial pressures the Trust will be facing in 2011/12. The plan focuses on risk management and following up the recommendations made in 2010/11. A separate plan exists for APTL, which was approved by the Company's Finance and Audit Committee on 7th April 2011.

3.6 The proposed audit plan for the Trust for 2011/12 represents 6 consultancy days, delivering a saving of approx. £3.5k against the approved budget.

4. Reasons for any change in policy or for new policy development (if applicable)

4.1 N/A

5. Local Government (Access to Information) Act 1985

5.1 No specific background papers were used in compiling this report.

6. Consultation

6.1 N/A

7. Legal and Financial Comments

7.1 The Trust's Solicitor has no comment to make on this report
The Council's Chief Financial Officer notes the content of this report.
The Council's Legal Adviser has been sent a copy of this report

8. Equalities Implications

8.1 There are no perceived equalities implications in this report.

9. Use of Appendices / Tables / Photographs

Appendix 1 – Follow up – Visit Two (05.10/11)

Appendix 2 – Internal Audit Operational Plan 2011/12