

Alexandra
Palace the
people's palace.

Internal Audit Operational Plan 2011/12

To be presented to Alexandra
Palace and Park Charitable Trust
Board meeting of: 9 May 2011

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1. Introduction

Mazars LLP were appointed as Internal Auditors to Alexandra Palace and Park Charitable Trust (APPCT) following a competitive tender exercise in August 2009.

On appointment, we developed an Internal Audit Strategy for the period to 31 March 2013. This Strategy incorporating the Operational Audit Plan for the period to 31 March 2011 was considered and approved by the APPCT Board on the 12 January 2010.

The purpose of this document is to provide the APPCT Board with details of our proposed Operational Audit Plan for the 2011/12 financial year.

At this stage we have prepared a 12 month plan only, recognising the current financial pressures on the organisation, coupled with the expected recruitment of a new Chief Executive to oversee both APPCT and the trading company. However the plan will be kept under review as part of periodic progress meetings with APPCT representatives to ensure it remains appropriate.

2. The Scope and Purpose of Internal Audit

The purpose of internal audit is to provide the APPCT Board, with an independent and objective opinion on governance, risk management and internal control, and their effectiveness in achieving the organisation's agreed objectives. Internal Audit also has an independent and objective advisory role to help line managers improve governance, risk management and internal control.

The work of internal audit forms a part of APPCT's overall assurance framework.

Our work is delivered in accordance with the Institute of Internal Auditors (IIA) – International Standards.

3. The Operational Audit Plan

This update has been informed by:

- discussion with the Interim General Manager and Head of Finance and Company Secretary for APTL; and
- the results of our internal audit work during 2010/11.

Key areas of coverage

- Resources have been provided to assist the Trust in developing its risk management framework during the year. The exact nature of this work will be discussed with Management; and
- Resources have been provided for the follow up of recommendations made as part of the Audit Plan for the period to 31 March 2011.

4. Recommendations

The Board is asked to:

1. Note the process undertaken in producing an Operational Plan for 2011/12; and
2. Consider whether the audit coverage proposed meets the Board's expectations.

Appendix A – Operational Plan 2011/12

Auditable Area	Client Contacts	Outline Scope	Planned Days	Target Review Start Date	Target Finance and Audit Committee
Risk Management	Interim General Manager	Resources to support APPCT in respect of its Risk Management Framework. Specific scope of review to be agreed.	2	August 2011	October 2011
Follow Up	Interim General Manager	Resources to assess progress in implementing internal audit recommendations from the Plan for the period to 31 March 2011.	2	August 2011	October 2011
Audit Management	Interim General Manager	Resources for management of contract including:- - Audit Strategy and Plan update - Ongoing liaison - Preparation for and attendance at APPCT Board meetings	2	n/a	n/a
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