

TELFORD & WREKIN COUNCIL

AUDIT COMMITTEE 17th JUNE 2008

INTERNAL AUDIT ICT PLAN 2008/09

REPORT OF THE CORPORATE DIRECTOR RESOURCES

1 PURPOSE

- 1.1 To provide the detailed information on the ICT Audit Plan 2008/09 summarised in the 2008/09 Internal Audit Plan.

2 RECOMMENDATIONS

- 2.1 That Members of the Audit Committee note information on the ICT Audit Plan 2008/09 attached as Annex 1.

3 SUMMARY

- 3.1 The Standards and Audit Committee approved the Internal Audit Plan 2008/09 at their meeting on 3rd April 2008. However, the detail of the ICT audit work had not been finalised due to the desire to consult with the new Head of ICT who started with the Council in March 2008. It was agreed that the detailed information would be presented to the Committee when available.

4 PREVIOUS MINUTES

- 4.1 Standards & Audit Committee 3rd April 2008.

5 INFORMATION ON THE ICT AUDIT PLAN 2008/09

- 5.1 This section of the report provides information on the ICT Audit Plan for 2008/09. As part of the assurance work for the authority a separate ICT Audit Plan is produced. This plan links with the general Internal Audit Plan 2008/09 to provide reasonable assurance to the authority on the internal control arrangements.
- 5.2 In accordance with good practice, the ICT Audit Plan is mainly linked with key ICT risks across the authority. This allows finite Audit resources to be focused on ICT areas which could potentially have the greatest impact on the authority achieving its objectives.
- 5.3 The ICT Audit Plan 08/09 includes the review of key corporate systems including the Council's Financial, Human Resources/Payroll and Revenues & Benefit systems. The Council's External Auditors (KPMG) place reliance on this internal audit IT work which contributes to minimising the External Audit fee.
- 5.4 In addition to the section 151 officer, the Heads of ICT and Customer Services & Business Transformation have had been consulted and agreed the 2008/09 ICT Audit plan.

- 5.5 The allocation of ICT audit days is split between Internal Audit and an external ICT Audit provider, Haines Watts. Haines Watts were appointed on 1 April 2007 after an extensive tender process in compliance with Standing Orders. They provide 50 days of specialist ICT audit work each year at a cost of £21,000.
- 5.6 The ICT Audit Plan 2008/09 is attached as Annex 1.

6 OTHER CONSIDERATIONS

AREA	COMMENTS
Equal Opportunities	All members of Audit Services have attended equal opportunities/diversity training. If any such issues arose during an ICT/general audit they would be notified to the appropriate manager.
Environmental Impact	Such issues would be notified to the appropriate manager during or immediately following the IT or general audit.
Legal Implications	Audit Services classify recommendations as either Statutory, Financial regulation, Policy/Procedure or Best Practice. This means that where service areas/systems are not operating within statutory requirements there is an obligation to implement the recommendations as soon as possible. These recommendations are followed up within 6 months. Audit Services can only, within their resource constraints provide reasonable assurance (rather than "absolute assurance") to the authority upon the operation of controls.
Links with Corporate Priorities	The audit plan is linked to corporate priorities via the risk management process. Where high risks are identified then Audit Services undertakes work on a more regular basis.
Risks and Opportunities	The role of internal audit includes a review of the controls in place to manage the risks within service areas/systems. The reports produced assist the Council in improving systems and controls (reducing risks) and therefore the delivery of services and achievement of objectives.
Financial Implications	The £21,000 costs incurred by Internal Audit for the ICT contract and the days provided internally are all part of the 2008/09 Internal Audit budget. Therefore there are no financial implications arising from this report..
Ward Implications	Internal Audit is responsible for the internal audit of all the Council's activities/systems and at all Council locations. They therefore operate within all Council Wards.

7 BACKGROUND PAPERS

Annual ICT Audit Plan 2008/09

Report by Rob Montgomery, Group Auditor 383103

INFORMATION COMMUNICATION TECHNOLOGY (ICT) AUDIT PLAN 2008/09

AUDITABLE AREA	INTERNAL AUDIT DAYS	HAINES WATTS DAYS
----------------	------------------------	----------------------

Information Systems Management		
IT Governance	6	
Legislative Compliance (Data Protection, Freedom of Information, etc)		6
Compliance with Internal Standards (ITIL – Information Technology Infrastructure Library)	5	
Service Continuity Management		6
Third Party Management		6

Information Security		
Network Security		10
Telecommunication		6
Home / Mobile Working including Data in Transit		10
Anti-Virus Protection	10	

Service Delivery		
Change Management		6

Items from 08/09 General Audit Plan		
Catering System	10	
Infrastructure Project	5	
Customer Relationship Management Project	6	
PSE (Payroll and HR system)	3	
OLAS – General Ledger	5	
OLAS – Sales Ledger	2	
OLAS – Purchase Ledger	2	
Iworld (Council Tax system)	5	

AUDITABLE AREA	INTERNAL AUDIT DAYS	HAINES WATTS DAYS
Iworld (NNDR system)	3	
Iworld (Benefits System)	3	
Flex (Leisure Income System)	10	
Care First – new modules for 08/09	10	
Follow up of Deloittes Audits in 06/07	5	
Follow up of Haines Watts Audits in 07/08	5	
ICT Back Up Arrangements	5	
ICT Procurement	10	
Contingency	15	

TOTAL NUMBER OF IT AUDIT DAYS	125	50
--------------------------------------	------------	-----------