

Internal Audit Progress Report

Friday, 28 October 2022

Audit and Risk Committee

Strategic Alignment - Enabling Priorities

Program Contact:

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Public

Approving Officer:

Amanda McIlroy - Chief
Operating Officer

EXECUTIVE SUMMARY

To provide the Audit and Risk Committee with a progress update on the Internal Audit program, findings and recommendations.

RECOMMENDATION

THAT THE AUDIT AND RISK COMMITTEE

1. Notes the report.

IMPLICATIONS AND FINANCIALS

City of Adelaide 2020-2024 Strategic Plan	Strategic Alignment – Enabling Priorities The role of the City of Adelaide is to uphold the values of integrity and accountability. To ensure that the Council delivers services to the community as a leader, advocate, and facilitator by maintaining a transparent decision-making process.
Policy	Not as a result of this report
Consultation	Not as a result of this report
Resource	Not as a result of this report
Risk / Legal / Legislative	Not as a result of this report
Opportunities	The Internal Audit program provides to the Audit and Risk Committee on assurance related activities to meet best practice standards
21/22 Budget Allocation	\$70,000
Proposed 22/23 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
21/22 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

DISCUSSION

1. The role of Internal Audit is to assist Council, the Audit and Risk Committee and the Chief Executive Officer in meeting their assurance obligations relating to corporate governance, the system of internal controls and identifying areas for more efficient and effective processes.
2. Pursuant to the Audit and Risk Committee's Terms of Reference, approved by Council on 12 October 2021, the Audit and Risk Committee shall receive reports on all Internal Audit projects and review and monitor management's responsiveness to the findings and recommendations of the Internal Auditors (currently KPMG), and in-house advice.
3. There are no completed internal audits and strategic reviews for the period of July 2022 to September 2022, however 3 internal audits have commenced during October 2022 including:
 - 3.1. Legislative compliance
 - 3.2. Volunteer Management
 - 3.3. Asset Inspection and Maintenance
4. Recommendations arising from the Internal Audit and Strategic Reviews are reported to the Strategic Risk and Internal Audit Group (SRIA). Associate Directors and Managers are involved in the review and assist in drafting the management response, agree on actions and have responsibility for the target completion dates.
5. Recommendations, agreed actions, responsibilities and timeframes for implementation are recorded centrally in Council's process mapping software, Promapp. The implementation status of recommendations is tracked and reported to the Audit and Risk Committee.
6. As agreed by SRIA, any request for an extension of an action due date required the approval of the Chief Executive Officer. This process ensures that there is appropriate accountability, and commitment to completing the action before an extension is granted.
7. Since the last Internal Audit Progress Update reported to the Audit and Risk Committee at its meeting on 4 August 2022, 22 internal audit recommendations have been completed and 30 recommendations are in progress – [view Link 1 here](#) for the full document which is summarised in the table below:

Risk	Definition	Overdue	In Progress	Total
High	Issue represents a control weakness which could have or is having major adverse effect on the ability to achieve project objectives. Requires a detailed plan of action to be put in place within 60 days with an expected resolution date and a substantial improvement within 3-6 months.	0	8	8
Moderate	Issue represents a control weakness which could have or is having a moderate effect on the ability to achieve process objectives. Requires a detailed plan of action to be put in place within 90 days with an expected resolution date and a substantial improvement within 6-9 months.	0	8	8
Low	Issue represents a minor control weakness, with minimal but reportable impact on the ability to achieve project objectives. Timeframe for action is subject to competing priorities and cost/benefit analysis, e.g. 9-12 months	0	9	9
	Total	0	25	25
N/A	Improvement Opportunity <i>i.e. not a finding of non-compliance, however opportunity for further improvement</i>	0	5	5

8. At its meeting on 14 December 2021, Council adopted the Climate Change Risk Adaptation Action Plan. This report was presented to the Audit and Risk Committee at its meeting on 29 October 2021 and it was agreed the progress of this action plan would be reported to the Audit and Risk Committee on a quarterly basis. Updates and details on each of the 9 actions are provided - [view Link 2 here](#).

Risk	Definition	Overdue	In Progress	Total
N/A	Improvement Opportunity	0	9	9

DATA AND SUPPORTING INFORMATION

Link 1 – Progress Summary of Recommendations Report

Link 2 – Progress Summary of Climate Change Risk Adaptation Plan Actions

ATTACHMENTS

Nil

- END OF REPORT -