

**AGENDA ITEM MEMO**

**BOARD MEETING DATE:** October 5, 2023

**TO:** Board Members

**THROUGH:** Jeff Walker, Executive Administrator  
Ashley Harden, General Counsel

**FROM:** Nicole Campbell, Internal Audit Director

**SUBJECT:** Fiscal Year 2024 Audit Plan

**ACTION REQUESTED**

Consider approving Internal Audit’s Fiscal Year 2024 Audit Plan.

**BACKGROUND**

The Internal Auditing Act (Texas Government Code, Chapter 2102) and the International Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors require the development of an annual audit plan based on a systematic assessment of risk for the agency. The Texas Internal Auditing Act also requires that the annual audit plan be presented to the Board for review and approval. In accordance with these requirements, the attached document provides the audit plan for the Texas Water Development Board and establishes the framework for the audit activities to be performed during Fiscal Year 2024.

**KEY ISSUES**

A risk-based methodology was used to prioritize audit coverage for Fiscal Year 2024. Agency operations were analyzed based on multiple risk factors. Input from the Board, Executive Administration, and other program staff regarding high-risk areas was also incorporated into this analysis.

The Fiscal Year 2024 plan has allocated resources to complete risk-based and statutorily required audits, carry-forward audits, and follow-up on prior audits. Administrative responsibilities and requirements, as well as other audit activities anticipated for Fiscal Year 2024, were also included in the plan.

Attachment:  
Fiscal Year 2024 Audit Plan

<a href="#">Our Mission</a>	:	<a href="#">Board Members</a>
Leading the state’s efforts in ensuring a secure water future for Texas	:	Brooke T. Paup, Chairwoman   George B. Peyton V, Board Member   L’Oreal Stepney, P.E., Board Member Jeff Walker, Executive Administrator

# **Texas Water Development Board**



## **AUDIT PLAN FOR FISCAL YEAR 2024**

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Internal Audit Division  
Project #2024.02  
September 2023

# Introduction

## Professional and Statutory Requirements

The Texas Internal Auditing Act (Texas Government Code, Chapter 2102) and the International Standards for the Professional Practice of Internal Auditing issued by The Institute of Internal Auditors require the development of an annual audit plan based on a systematic assessment of risk for the agency. The Texas Internal Auditing Act also requires that the annual audit plan be presented to the Board for review and approval. In accordance with these requirements, this document provides the audit plan for Texas Water Development Board (TWDB) and establishes the framework for audit activities to be performed during Fiscal Year 2024.

## Role of Internal Audit

The Internal Audit Division is independent of management and provides objective assurance and consulting services designed to add value and improve the operations of the TWDB. The Division assists the TWDB in accomplishing its objectives by bringing a systematic and disciplined approach to evaluate, and improve the effectiveness of, the organization's governance, risk management, and internal controls.

## **Risk Assessment**

A risk-based methodology was used to prioritize audit coverage for Fiscal Year 2024. Agency operations were analyzed based on multiple risk factors, including:

- Financial Activity
- Grant and Contract Management
- Legislative Interest
- Changes in Staffing and Organizational Structure
- Information Systems and Technology
- Operational Complexity
- Strength of Internal Controls
- Prior Audit Coverage
- Potential for Fraud

Input from the Board members, Executive Administration, and other key staff regarding high-risk areas was also incorporated into the analysis. This information was then used to determine the likelihood and impact of select risk factors, and an overall risk score was calculated for each auditable activity.

# Fiscal Year 2024 Audit Plan

The Fiscal Year 2024 audit plan was designed to ensure timely reviews of the highest overall risk ranked areas and includes coverage of both organizational units and agency-wide processes. Development of the plan was consistent with the agency’s strategic objectives and goals, and internal audit resources were allocated commensurately.

The proposed audit plan includes risk-based and statutorily required audits, follow-up on prior audits, and non-audit services. Risk-based audits in progress at fiscal year-end were carried over to the Fiscal Year 2024 plan for completion, and one risk-based audit not yet initiated at fiscal year-end was also carried forward to the Fiscal Year 2024 audit plan based on a reassessment of risk in the related area. Administrative responsibilities and requirements, as well as other audit activities anticipated for Fiscal Year 2024, were also included in the plan.

<b>Risk-based and Required Audits</b>
Biennial Review of Compliance with the Public Funds Investment Act
Follow-up Audit of the Review of State-Funded Grant Agreements & Contracts
Review of the University of Texas at Arlington Contract for Engineering Related Services
Review of Select Budget Processes
<b>Carry-forward Audits</b>
Complete audits from prior fiscal year audit plan that were either in progress at year end or carried forward based on a reassessment of risk in the related areas. These audits include a Review of Select Cybersecurity Processes Phase II, a Review of Select Hiring, Recruitment, and Retention Processes, and a Review of Select Cybersecurity Processes Phase III.
<b>Follow-up on Prior Audits</b>
Assess the implementation status of corrective actions taken in response to prior internal and external audit findings and recommendations.
<b>Consultations and Non-Audit Services</b>
Perform limited scope special projects and unanticipated evaluations or analysis requested by the Board and management.
<b>Investigative Reviews</b>
Administer the agency’s fraud hotline and review allegations of fraud, waste, and abuse received through the hotline and referred by the State Auditor’s Office.
<b>Administrative Audit Activities</b>
External Audit Coordination
TeamMate+ Migration
Self-Assessment, External Peer Review
Risk Assessment & Annual Audit Plan
Internal Audit Annual Report

Contingency projects were selected and can be performed if hours allocated to the above projects are not fully expended or agency priorities change. These projects include a Review of Outlay and Escrow Processes for Flood Infrastructure Fund Projects, a Review of Contract Management and Monitoring, and a Review of Succession Planning (consultation).

The specific scope and objectives of each audit project will be determined as part of the preliminary audit planning process, which consists of a more detailed risk assessment of the related area and activity. In addition, each audit will consider tests of select general and application controls based on business risk, in accordance with state and agency information security standards.

Although the audit plan consists of a wide range of audit projects and activities, it does not provide coverage for all Divisions, programs, and/or processes. This audit plan attempts to maximize internal audit resources by providing reasonable coverage of agency operations that warrant the Division's attention in the current environment, while allowing the flexibility to address other risk areas that may occur throughout the year.

## **Significant Interim Changes**

The audit plan will be reviewed and adjusted, as necessary, in response to changes in audit resources, or agency risks, operations, programs, systems, and controls. Additional projects may be conducted, and subsequently, some of the projects included in the plan may not be performed. The impact of any resource limitations will be communicated, as needed, and changes to the approved audit plan deemed to be significant will be presented to Executive Administration and the Board for approval.