



Holbrook

GLOBAL LIMITED

November 8, 2023

Who are Holbrook Global?

UK-Based firm with dedicated personnel based around the world.

Experience of working with the United Methodist Church for nearly 10 years.

Committed to providing a high quality, personal service and a cost-effective price.

Want to work with our clients to become true partners.

Independent, qualified and objective.

WHY HAVE INTERNAL AUDITS?

Internal Audits allow management to assess and then improve operations.

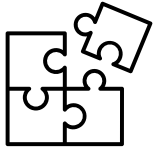
With the aim of increasing accountability, transparency and efficiency in its operations.

Understand what is happening in the field and challenges being faced so that any recommendations can be practical and relevant.

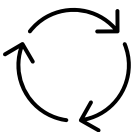
OBJECTIVES OF CCP INTERNAL AUDITS



Obtain an understanding of the design and operating effectiveness of the control systems of the CCP, its administration and whether funds are properly recorded and accounted for.



Determine any weaknesses or risks with the existing system and provide practical recommendations for improvement



Support the pension teams in implementing improvements that enable the sustainability and longevity of the plans.

Internal Audit Process: Planning

- Questionnaire is sent including documentation needed in advance and when on-site.
- Documents received from Wespath.
- Review the questionnaire responses, and the documents received in advance
- Share “Pre-Audit Planning Questions” and sample.
- Agree dates and logistics.

PREPARATION IS CRITICAL TO ALLOW FOR AN EFFECTIVE AUDIT

Internal Audit Process: Fieldwork

- Meet with key personnel.
- Review documents and begin to work through work program including detailed testing of sample.
- Confirm the existence of pensions / spouses in our sample through meeting / calls.
- Ask follow-up and clarifying questions.
- Share preliminary findings.

Internal Audit Process: Reporting

- Work papers received by Team Leader.
- Review in detail and update and add to preliminary findings.
- Findings are shared with CBO for comments.
- Detailed report is prepared including summarizing the questionnaire responses.
- Final findings with comments included and prioritized.
- Follow-up and post-audit feedback sought.

Internal Audits 2023 – Key Lesson learnt

COMMUNICATION

Language

Why we are asking

Process

Internal Audits 2023 – Key Issues Noted

Documentation to support data is weak

Contribution collection needs improving

Being aware to fraud risks despite being a faith-based organisation

Accounting and HR systems could be improved

More can be done to ensure existence and confirm receipts

Key Issues
– Open Discussion –
Hand-Out

3 Year Internal Audit Plan

- Indicative plan is to ensure all plans are audited within the first 3 years (2023 to 2025). For smaller plans this may be done remotely.
- Bespoke follow-up reviews of high-risk areas.
- Presenting global recommendations and improvements based on recurring issues.
- Follow-up on the internal audits performed and the status of recommendations.

Final thought and questions

**THE AUDITOR IS A WATCHDOG NOT
A BLOODHOUND.**

-Lord Justice Topes

