

<u>Audit Title</u>	2011/12	2012/13
<b>Managed Audits (Key Financial Systems)</b>		
Accounts Payable/Purchase Ledger	20	30
Accounts Receivable/Sales Ledger	20	30
Asset Management (incl. Asset Register)/Capital Accounting	25	30
Council Tax	30	40
Housing Benefits	45	45
Main Accounting Systems (MAS)	30	25
National Non Domestic Rates NNDR	30	40
Payroll	35	25
SWIFT Financials	15	15
Treasury Management	20	30
Housing Rents	35	25
Cash And Banking (Income)	20	25
<b>Total - Managed Audits</b>	<b>325</b>	<b>360</b>
<b>Assurance Audits - Office of Chief Executive</b>		
Partnership Agreements and Joint Working	20	20
Performance Management (i.e. Data Quality Management & BVPIs)	20	20
Risk Management Arrangements	0	20
<b>Total - Office of Chief Executive</b>	<b>40</b>	<b>60</b>
<b>Assurance Audits - Customer and Shared Services</b>		
Major Projects	20	20
Budgeting & Budgetary Controls	20	20
Accounts Payable (Purchasing Cards Project)	10	0
Income Optimisation Assurance	20	0
Debt Collection Arrangements	20	0
Post implementation review of all schools becoming Fully Funded	10	0
<b>Total - Customer and Shared Services</b>	<b>100</b>	<b>40</b>
<b>Assurance Audits - Childrens' Services</b>		
Safeguarding Vulnerable Children	20	20
Commissioning	20	20
Schools General - School Improvement	200	200
Child Poverty Plan Assurance	0	15
Impact of Schools becoming Academies	0	15
<b>Total - Childrens' Services</b>	<b>240</b>	<b>270</b>
<b>Assurance Audits - Social Care, Health and Housing</b>		
Personalisation/individual Budgets	20	20
Safeguarding Vulnerable Adults	20	20
Commissioning/Contracting	20	20
Local Management of establishments (including Day Centres)	20	0

**2011/13 Internal Audit  
Plan**

Appendix B

Financial Management	20	0
Assurance on Client Charging Arrangements	20	0
Learning Disabilities Grant - Follow up	10	0
<b>Total - Social Care, Health and Housing</b>	<b>130</b>	<b>60</b>
<b>Assurance Audits - Sustainable Communities</b>		
Sustainability	15	15
EEDA Economic Participation Programme	0	0
<b>Total - Sustainable Communities</b>	<b>15</b>	<b>15</b>
<b>Assurance Audits - Governance</b>		
Members Code of Conduct	5	0
Ethical Governance	0	5
<b>Total - Governance</b>	<b>5</b>	<b>5</b>
<b>Assurance Audits - Contracts and Partnerships</b>		
Service Level Agreements	15	15
Contracts Management	20	20
<b>Total - Contracts and Partnerships</b>	<b>35</b>	<b>35</b>
<b>Assurance Audits - ICT</b>		
Information Security (including ContactPoint)	10	10
SAP Access & Authorisation	10	10
Desk Top Security and End Point Compliance	15	0
IT Change and Release Management	15	0
IT Disaster Recovery (including Network Backup)	15	0
SAP Systems	15	0
SAP Basis	0	15
SAP Development	0	15
<b>Total - ICT</b>	<b>80</b>	<b>50</b>
<b>Special Investigations</b>		
National Fraud Initiative (NFI)	40	40
Special Investigations	80	80
Pro Active Anti Fraud	20	20
<b>Total - Special Investigations</b>	<b>140</b>	<b>140</b>
<b>Ad Hoc Consultancy etc.</b>		
Annual Governance Statement	5	5
Audit of Individual Grants	40	40
General Advice	20	20
Contingency	88	243
Professional Groups	14	14
Head of Audit Chargeable Against Plan	58	58
Benchmarking Exercise	5	5
<b>Total - Ad Hoc Consultancy etc.</b>	<b>230</b>	<b>385</b>
Completion of reviews in progress as at 31st March	160	150
<b>TOTAL CHARGEABLE DAYS REQUIRED</b>	<b>1500</b>	<b>1570</b>