

## INTERNAL AUDIT PLAN 2014-15

Area /Assignment	Service	Days	Totals
<b><u>Corporate/ Strategic</u></b>			
Sickness Absence	Professional Services	3	
Staff Training (Mandatory)	Professional Services	9	
Review of Internal Audit	Professional Services	6	
MTFP Process (C/F)	Professional Services	5	
MTFP Financial Challenge	Professional Services	8	
			31
<b><u>Core/ Fundamental Systems</u></b>			
NNDR	Business Services	8	
Capital	Housing	13.5	
Pensions	Business Services	12	
Purchase cards	Professional Services	6	
Payment Authorisation	Prof & Bus Services	9.5	
Grants Financial Management	Professional Services	5.5	
Misc Work (carried forward)	Multiple Services	1	
			55.5
<b><u>Operational Reviews (Support Services)</u></b>			
Contract Audit (Fleet)	Operations	8	
Safeguarding Assets (leavers)	Corporate	0.5	
Insurance (WIP)	Finance	7	
Internet usage (WIP)	ICT & Customer	1.5	
Misc Work (carried forward)	Multiple Services	1	
			18
<b><u>Operational Establishments (Cyclical)</u></b>			
Registrars	ICT & Customer	2	
Customer Services Points	ICT & Customer	1	
Leisure Centres	Leisure & Rec	7	
School Catering (Secondary)	Leisure & Rec	10	
Schools- Primary	Schools	32	
Schools- Secondary	Schools	14.5	
Schools – Special	Schools	7	
Environmental Audit (Green Dragon)	Operations	3	
Enviromental Audit (Green Dragon)	Leisure & Rec	3	
Depots	Operations	4	
			83.5

### **Operational (Customer Facing)**

Car Parking (Collection of Fees)	Operations	8	
Homeless	Housing	10	
Dom Care (External) ( c/f)	Adult	3.5	
Appointee & Receivership	Adult	8	
Substance Misuse (c/f)	Adult	3	
Contaminated Land	Regen, Prop & Com	10	
Short Term Care	Adult	6.5	
Housing Grants	Housing	8	
Trade Refuse	Operations	2.5	
Cemeteries	Regen, Prop & Com	6	
Management Administration	Children	10	
Misc Work in progress (c/f)	Multiple Service	0.5	
Traveller site Review	Housing/ Property	5	
			81

### **Fraud & Corruption**

Public Whistleblowing Investigations	All	8.5	
Responsive Internal Investigations	All	23	
National Fraud Initiative	Finance	5	
			36.5

### **Regulatory**

WG Grants	Multiple Services	8	
European Grants (External)	BBNPA	5	
			13

**Total Planned 1<sup>st</sup> Quarter Days** 318.5