

2016/17 Annual Audit Plan	Audit Days Budget 2016/17	Dept
KEY FINANCIAL SYSTEMS REVIEWS		
Community Care Payments	10	Resources
Council Tax	10	Resources
Creditors (inc P2P)	10	Resources
Debtors	10	Resources
Housing Benefits	10	Resources
Housing Rents & Accounting	10	Resources
Housing Repairs	10	Place
Main Accounting System	10	Resources
NNDR	20	Resources
Parking Enforcement & Tickets	15	Place
Payments to Schools	10	Resources
Payroll - Council staff	10	Resources
Pensions	10	Resources
Pension fund investments	10	Resources
Treasury Management	10	Resources
Follow-up of audits	20	
Total Key Financials Audits	185	
CORPORATE RISK AUDITS		
Budget Monitoring (volatile areas of the budget)	10	Resources
Compliance Audits	60	Resources
Gifts and hospitality	10	Resources
HMRC Employment Status Annual Testing	10	Resources
Use of Agency Staff and Consultants	15	Resources
Sickness Absence Management	10	Resources
Establishment Control	10	Resources
Follow-up of audits	15	
Total Corporate Risk Audits	140	
DEPARTMENTAL RISK AUDITS		
Adult Care Packages	15	People
Adult Social Care - Caseload Management	15	People
Adults Self-funding Income	10	People
Client Management of Octavo	10	People
Continuing Healthcare	10	People
Disabled Facility Grants	10	People
Empty Property Grants	10	People
Housing Registration and Allocations	10	People
Looked After Children - Placements and Care Packages	10	People
Outcome Based Commissioning for Over 65's	10	People
Suppliers of Temporary Accommodation	10	People
Top 50 Families review - lessons Learned and Deliverables	10	People
Anti-social Behaviour Powers	10	Place
Charging for Household Green Waste	10	Place
Contract Monitoring and Management	10	Place
Development Company	10	Place

Flood Management Plan	10	Place
Fire Safety (Housing Stock)	10	Place
Licensing Income	10	Place
Pathways to Employment / Job Brokerage Service	10	Place
Prevent Agenda	10	Place
Project Assurance	10	Place
Regeneration Partnerships	10	Place
S106 - Negotiating, Charging and Use of Funds	10	Place
Selective Licensing - Inspections and Enforcement	10	Place
Children 0-5 Public Health Responsibility	10	Resources
Clinical Governance - Risk of bad Outcome form an Intervention	10	Resources
Commercial use of BWH	10	Resources
Commissioning Solicitors Internally	10	Resources
Debt Recovery and use of Bailiffs	10	Resources
Fairfield Delivery	10	Resources
Housing Planning Bill and Impact on the HRA	10	Resources
Information Management	10	Resources
Memorandum Of Understanding with NHS Commissioners	10	Resources
MTFP	10	Resources
Organisational Tech Refresh (Project Management)	10	Resources
Public Health Integration Funding	10	Resources
Follow-up of audits	40	
Total Departmental Risk Register Audits	420	
COMPUTER AUDITS		
Citrix Op sys	10	Resources
Cloud services (Azure)	10	Resources
Business app server operating system (a sample)	10	Resources
SharePoint pre-impl (move to cloud)	10	Resources
SharePoint app (after move)	10	Resources
Bring You Own Device	15	Resources
Service Desk (Capita)	10	Resources
Internet / Intranet security (both outsourced to TSO)	15	Resources
WAN Connectivity	15	Resources
EU Code of Privacy compliance	10	Resources
IT Strategy	10	Resources
Follow up of audits	10	
Total Computer Audits	135	
CONTRACT AUDITS		
Various Contract Audits	110	TBA
Follow-up of Contract audits	10	
Total Contract Audits	120	
SCHOOLS AUDITS		
Primary Schools		
Christchurch C of E Primary	4.5	People
Coulsdon C of E Primary	4.5	People
Courtwood Primary	4.5	People
Downsview Primary	4.5	People
Forestdale Primary	4.5	People

Greenvale Primary School	4.5	People
Gresham Primary	4.5	People
The Hayes Primary	4.5	People
Kenley Primary	4.5	People
Kensington Avenue Primary	4.5	People
Keston Primary	4.5	People
Monks Orchard Primary School	4.5	People
Orchard Way Primary	4.5	People
Park Hill Junior	4.5	People
Park Hill Infants	4.5	People
Ridgeway Primary	4.5	People
Smitham Primary	4.5	People
Regina Coeli RC Primary	4.5	People
St Johns Cof E Primary	4.5	People
St Peters Primary	4.5	People
Woodside Primary School and Children's Centre	4.5	People
Secondary Schools		
St Andrews C of E High	6	People
Archbishop Tenison's Cof E	6	People
Thomas More	6	People
Virgo Fidelis High	6	People
Special Schools		
Beckmead Special School	4.5	People
Bensham Manor MLD Secondary	4.5	People
Chaffinch Brook	4.5	People
Redgates SLD & Autism	4.5	People
St Giles School	4.5	People
St Nicholas MLD & Autism Primary	4.5	People
Follow-up of Schools audits	29.5	
Total Schools Audits	175	
CONTINGENCY		
Contingency for fraud including NFI and other ad hoc audits	42	
Contingency for Grant Claims	15	
Total Contingency	57	
ADMIN AND MANAGEMENT		
Attendance at meetings, discussions, Audit Committee etc	25	
Internal Audit Strategy and Plans Development	10	
Year End Summary Report (Council-wide Head of Audit Report)	5	
Total Admin and Management	40	
GRAND TOTAL BUDGET	1272	
In-House Governance Team		
	235	
Mazars PSIA Ltd		
	1037	