

## INTERNAL AUDIT WORK PLAN FOR 2016/17 FINANCIAL YEAR

Audit/Task	Number of Days	Quarter 1 Apr to Jun	Quarter 2 Jul to Sept	Quarter 3 Oct to Dec	Quarter 4 Jan to Mar
<b>Core Audits</b>	<b>170</b>				
Council Tax/NNDR/Recovery	35		X	X	
Income and Cash Collection	15		X	X	
Main Accounting System incl deeds testing	25	X	X		
Housing Benefits	20		X	X	
Creditors	15		X	X	
Housing Rents	20		X	X	
Treasury & Cashflow Management	5		X	X	
Payroll	15		X	X	
Car Parking Income/Trade Waste	15		X	X	
ICT Core	5		X	X	
<b>Systems Audits</b>	<b>210</b>				
Data Protection & IS (2-yearly)	10	X			
Sickness and Other Time Off	10	X			
Standby	5	X			
Enforcement	10	X			
Local Land Charges	5	X			
Exe Valley Leisure Centre (incl income and all other areas)	15	X			
Cemeteries & Bereavement Services	5	X			
Voids	5	X			
Lettings	5	X			
District Officers	10	X			
Licensing Services	10		X		
Environmental Health	15			X	
Electronic payments/on-line forms	10			X	
Members Allowances	10				X
Gifts & Hospitality/Register of Interests (annual)	5				X
Building Control (incl income and all other areas)	10				X
Street Cleansing & Public Cleaning	5				X
Customer Care/Complaints	10				X
Care Services (Alarm Income)	5				X
Health & Safety Management Arrangements (2-yearly)	10				X
VAT(2-yearly)	10				X
Contract Register & Contracts (2-yearly)	20				X
Community Engagement & Consultation	10				X
<b>Corporate Work</b>	<b>50</b>				
Spar	30	X	X	X	X
DAP peer review	5				X
Data Quality Assurance Checks	15	X	X	X	X
<b>Other Work</b>	<b>76</b>				
Fraud/Irregularity/Consultancy/Contingency	76	X	X	X	X
Other Work	126	36	30	30	30
Audit Work	380	90	105	100	95
Completed /started	0				
Scheduled	390	90	105	100	95
Not scheduled yet	0				
	103%	24%	28%	26%	25%