

INTERNAL AUDIT WORK PLAN FOR 2017/18 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
Core Audits	155				
Council Tax/NNDR/Recovery	30			X	X
Income and Cash Collection	15			X	X
Main Accounting System incl deeds testing	20	X		X	X
Housing Benefits	20			X	X
Creditors	10			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
Systems Audits	215				
DOs	10	X			
Electronic payments/online forms/social media	15	X			
Contract Register & Contracts (2-yearly)	20	X			
Health & Safety (Housing)	10	X			
Environmental Health	15	X			
Enforcement	10	X			
Community Engagement & Consultation	10		X		
Travel & Subsistence	10		X		
Insurance	10		X		
Enforcement	10		X		
Safeguarding	10		X		
Housing Options	10		X		
Markets	10		X		
Customer Care Complaints	10		X		
Lords Meadow Leisure Centre	20		X		
Computer Inventory	5			X	
Electoral Registration & Elections	10			X	
Care Services	5				X
Development control	15				X
Other Work	25				
Fraud/Irregularity/Consultancy/Contingency	25	X	X	X	X
Audit Work	395	91.25	106.25	96.25	101.25
Completed /started	45	45			
Scheduled	25	25			
Not scheduled yet	300	15	100	90	95
Other	25	6.25	6.25	6.25	6.25