

Appendix 1 - Audit Plan Monitoring 2017-18
March 2018

	Directorate	Plan Days	Status	Fieldwork started	Report issued to Management	Finalised	Opinion: Level of Assurance	High Priority Recs	Medium Priority Recs	Low Priority Recs
Cyber security	Resources	16	Final report	n	n	n	Substantial	0	1	0
Health & Safety - Lone Working	Resources	10	Final report	n	n	n	Substantial	0	3	0
Health & Safety - Fire Risk Assessments	Communities	10	Final report	n	n	n	Moderate	0	2	0
House building	Communities	10	Final report	n	n	n	Substantial	0	4	0
Community Safety - joint working	Communities	10	Final report	n	n	n	Substantial	0	0	1
Planning Applications	Governance	5	Final report	n	n	n	Substantial	0	0	0
Local Plan - Staff Resources	Neighbourhoods	5	Final report	n	n	n	Substantial	0	0	0
Income - Fleet Operations	Neighbourhoods	12	Final report	n	n	n	Substantial	0	0	0
Commercial property - service charges	Neighbourhoods	12	Final report	n	n	n	Moderate	0	3	3
Planned maintenance and major works	Communities	12	In Progress	n						
Income - card payments	Resources	15	In Progress	n						
Capital projects programme	Resources	14	In Progress	n						
Accounting system/General Ledger	Key Financial Control	10	In Progress	n						
Debtors	Key Financial Control	12	In Progress	n						
Housing Benefits	Key Financial Control	10	In Progress	n						
Asset Management Strategy	Neighbourhoods	10	In Progress	n						
Leisure management contract	Neighbourhoods	12	In Progress	n						
Payroll inc new HR/payroll system	Key Financial Control	14	In Progress	n						
HR absence management	Resources	12	ToR issued							
Agency staff	Resources	12	Scoping							
Business Continuity Planning	Neighbourhoods	10	Ongoing							
Contract register	Resources	15	Ongoing							
Additional audits										
Health & Safety - Townmead Depot follow up	Neighbourhoods	5	Final Report	n	n	n	n/a	1	0	0
Defer (subject to approval)										
Safeguarding	Communities	10								

Anti Social Behaviour	Communities	12									
Governance St John's Road	Neighbourhoods	10									
North Weald Airfield - establishment audit	Neighbourhoods	12									
Defer (already approved)											
Complaints	Chief Executive	10									
Equality Impact Assessments	Chief Executive	12									
									1	13	4

ToR = Terms of Reference