

## Appendix 1 - Audit Plan Monitoring 2015-16 Year End

	Directorate	Plan Days	Status	Fieldwork started	Report issued to Management	Finalised	Opinion: Level of Assurance	Priority 1 Recs	Priority 2 Recs	Priority 3 Recs
Right To Buy	Communities	10	Final report	n	n	n	Full	0	0	0
Council Tax	Key Financial Control	20	Final report	n	n	n	Full	0	0	0
Corporate Partnerships	Corporate	10	Final report	n	n	n	Substantial	0	2	2
Business Plans	Resources	10	Final report	n	n	n	Substantial	0	0	2
Reprographics	Resources	10	Final report	n	n	n	Substantial	0	1	0
Management of Sickness Absence	Resources	10	Final report	n	n	n	Substantial	0	2	0
Budgetary Control	Resources	10	Final report	n	n	n	Substantial	0	1	1
Risk Management (Operational)	Resources	10	Final report	n	n	n	Substantial	0	1	0
Norway House (hostel)	Communities	10	Final report	n	n	n	Substantial	0	1	0
Council Housebuilding Programme (c/f from 14/15 Plan)	Communities	15	Final report	n	n	n	Substantial	1	2	0
Private Sector Housing Grants	Communities	15	Final report	n	n	n	Substantial	0	2	1
Rental Assistance Loans	Communities	10	Final report	n	n	n	Substantial	0	3	0
Key and Local Performance Indicators	Governance	15	Final report	n	n	n	Substantial	0	1	0
Members Allowances	Governance	10	Final report	n	n	n	Substantial	0	1	0
Local Land Charges	Governance	10	Final report	n	n	n	Substantial	0	1	0
Business Rates	Key Financial Control	20	Final report	n	n	n	Substantial	0	1	0
Housing Benefits and Council Tax Support	Key Financial Control	20	Final report	n	n	n	Substantial	0	2	0
Email, Internet and Telephone Usage	ICT	10	Final report	n	n	n	Substantial	0	2	0
Commercial Property	Neighbourhoods	10	Final report	n	n	n	Substantial	0	0	3
Grounds Maintenance	Neighbourhoods	10	Final report	n	n	n	Substantial	0	4	1
Licensing	Neighbourhoods	10	Final report	n	n	n	Substantial	0	0	2
Local Plan	Neighbourhoods	10	Final report	n	n	n	Substantial	0	2	1
Homeless Prevention (Bed and Breakfast)	Communities	10	Final report	n	n	n	Limited	2	2	0
Planning Fees	Governance	20	Final report	n	n	n	Limited	1	0	2
Depot Health and Safety (new audit)	Neighbourhoods	10	Draft report	n	n		Substantial	1	4	4
Debt Recovery within Legal Services (c/f from 14/15 Plan)	Governance	10	Draft report	n	n		Substantial	0	1	0
Data Protection Act (External Data Transfers)	Governance	10	Draft report	n	n		Substantial	0	4	2
Sundry Debtors	Key Financial Control	15	Draft report	n	n		Substantial	0	4	0
Housing Rents	Key Financial Control	20	Draft report	n	n		Substantial	0	5	1
Creditors (incl travel and subsistence claims)	Key Financial Control	15	Draft report	n	n		Substantial	0	2	0
Housing Repairs Service	Communities	20	Draft report	n	n		Substantial	0	2	1
Corporate Asset Register	Resources	5	Draft report	n	n		Substantial	0	3	0
Langston Road Development (new audit)	Neighbourhoods	10	In progress	n						
Varied to 16/17										
Car Parking Contract	Neighbourhoods	10								

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Waste Management and Recycling	Neighbourhoods	20								
Gifts and Hospitality	Governance	10								
Equalities	Governance	10								
Grants to Voluntary Organisations	Communities	10								
Payroll (incl mileage claims, overtime and committee allowances)	Key Financial Control	20								
Treasury Management	Key Financial Control	10								
Bank Reconciliations (incl cash receipting & income control)	Key Financial Control	15								
Recruitment and Selection	Resources	10								

### Abbreviations

Incl = including