

Internal Audit Annual Plan 2007/08

Area of Work	Planned Days	Planned Output
1. ASSURANCE WORK		
CORE FINANCIAL SYSTEMS		
Main Accounting	100	10-12 reports and assurance opinions
Asset Management		
Fraud & Corruption		
Payroll		
Ordering & Payments		
Sundry Debtors		
Income Management		
Treasury Management		
Council Tax		
Housing Benefit & Council Tax Benefit		
National Non-Domestic Rates		
Housing Rents		
CORE MANAGEMENT ARRANGEMENTS (including:)		
Financial Management	120	8-10 reports and assurance opinions
Performance Management		
Human Resource Management		
Risk Management		
Information Management		
Corporate Governance		
Partnership Arrangements		
Procurement & Contract Management		
Project Management		
Value For Money		
CORE OPERATIONAL SYSTEMS (including:)		
ICT Facilities and Systems	70	6-8 reports and assurance opinions
Communications		
Facilities Management		
Emergency & Business Continuity Planning		
RISK BASED ASSURANCE WORK PROGRAMME		
Covering projects, non-core financial, operational and managerial systems, based on a quarterly review of risk and the assurance framework.	200	15-25 reports and assurance opinions
2. CONSULTANCY WORK		
Support Work (projects and other support)	65	
Ad-Hoc Advice	60	
Efficiency & VfM	30	
3. OTHER		
Non Audit Duties	5	
4. AUDIT MANAGEMENT		
Planning, Monitoring and Committee Work	45	
5. CONTINGENCIES		
Provision for Follow Up Reviews	70	
Investigations	35	
General Contingency	40	
TOTAL	840	