

Tendring District Council Internal Audit Plan 2011/12

Audit	Risk Score	Days Allocated	Comments
1. Assurance Work - Systems Audit			
1. Key System - Compulsory			
Asset Management	100	12	
Bank Account	100	7	
Business Rates	100	15	
Cashiers	100	12	
Corporate Governance and Risk Management	100	10	
Council Tax	100	15	
Creditors - Central Functions	100	10	
Housing Benefits	100	20	
Housing Rents	100	12	
Housing Repairs and Maintenance	100	12	Now identified by Audit Commission as a significant system (AC Interim report 2009/10)
Main Accounting System	100	12	
Payroll - Central Functions	100	10	
Purchasing and Invoice Authorisation	100	15	2 Services to be undertaken within new structure. Services to be audited in 2011/12 to be determined once new structure approved
Sundry Debtors - Central Function	100	10	
Treasury Management	100	8	

Audit	Risk Score	Days Allocated	Comments
			180
2. Carried Forward from Previous Plan			
Carry Forward of Work in Progress at 31st March	100	50	Carry forward of audits in progress at 31st March to allow completion in new plan year
Housing Allocations	74	10	Choice Based Lettings system resulted in deferral of 2010/11 audit
			60
3. Resourced			
B A C S	104	10	
Contract Audit	100	20	Annual provision for final account audit - Constitutional requirement
Follow Up of Previous Audits	100	20	Annual provision to enable issues previously reported to be followed up
Theatres and Entertainments	92	15	
Regeneration / Special Projects	85	15	
I C T Services	83	10	
Credit and Debit Card Payments	77	10	
Timesheets and Allowance Claims	77	15	Rolling programme - 2 Services per year
Architectural and Building Services Term Contracts	75	15	Gas Servicing and Heating Refurbishment contracts to be audited in 2011/12
Household Waste and Recyclable Materials	73	10	
Parking Services	72	10	
Grants / Financial Assistance	68	10	
Planning Enforcement	67	10	

Audit	Risk Score	Days Allocated	Comments
Insurance	66	10	
Homelessness	65	10	
Public Conveniences	65	10	
Contact Centre	63	7	
Estates Management	63	10	
Heritage and Conservation	62	7	
Housing Benefit Fraud	62	10	
Inventories	61	5	
Frinton Walton Pool	60	10	
Abandoned Vehicles	59	7	
Residential Health	58	10	
Central Purchasing	57	10	
		276	
		516	