

Individual Audit Plan for 2018-2019						
		Steve James	Sue Shipway	Ann Kirk	Julie Ball	TOTAL
Audits for 2018-2019 and Other Chargeable Work	516	156	130	126	104	516
New Audits for 2018-2019	Audit Days					
Use of Consultants (Southern Gateway)	15					15
Personnel & Recruitment (Gifts and Hospitality Car Loans & Debts)	15					15
IT (Inventory follow up) & IT & Building Security	20					20
IT GDPR Post Implementation	15					15
Income Generation	20					20
Grants Paid	10					10
Corporate Recharges	15					15
Car Parks - Follow Up	5					5
Estate Rent Arrears	10					10
Trade Waste	15					15
	140	0	0	0	0	140
Key Financial Systems Audits for 2018-2019	Audit Days					
Asset Management	15					15
Cash and Bank	12					12
Council Tax	12					12
Creditors	12					12
Debtors	12					12
Housing Benefits	12					12
NDR	15					15
Payroll	12					12
Treasury Management	15					15
	117	0	0	0	0	117
Annual Activity						
Planning and Control (Audit planning and reviews)	14	7	7			14
Meetings/discussions with EY	3	2	1			3
Committee reports and representation	15	11	4			15
Corporate Advice	15	8	3	2	2	15
AGS and Evidence	15	15				15
Contingency	34	14	10	6	4	34
Public Sector Internal Audit Standard (PSIAS)	20	15	5			20
Follow Ups	24	6	6	6	6	24
	140	78	36	14	12	140
Chargeable Work Total	397	78	36	14	12	397
Non Chargeable Work						
Management	20	18	2			20
Administration	11	5	2	2	2	11
Elections	2	1	1			2
Performance and Appraisals	2	1	1			2
Training	4	1	1	1	1	4
General Meetings	4	1	1	1	1	4
Annual Leave (inc Public Holidays)	72	22	20	15	15	72
Sickness	4	1	1	1	1	4
Non Chargeable Work Total	119	50	29	20	20	119
Total	516					516

