

Progress Report – Audit Plan



As at 29th February 2016

Appendix 1

Audits	Auditor	No of Days	Days Remaining	Position with Audit
Key Financial Systems - See below for details	Sue Shipway / Julie Ball / Sarah Hornsby/Philippa Watts	40	0	On-going
Members Services	Julie Ball	10	6.5	Planning
PSN	Julie Ball / Sarah Hornsby	15	14.5	Planning
Food Safety	Sarah Hornsby	15	13	Planning
Carry Forwards (Data Security)	Stephen James / Sue Shipway	15		
Other Audit Activities	Auditor	No of Days	Days Remaining	Position with Audit
Audit Reviews	Stephen James/Sue Shipway	15	0	On-going
Chichester Contract Services Quality Audits	Stephen James	20		
Corporate Advice	Stephen James / Sue Shipway/ Julie Ball	20	18.5	On-going
Contingency (Seperate analysis available)	Stephen James / Sue Shipway /Philippa Watts/ Julie Ball	120	80	On-going
PSIAS	Stephen James/Sue Shipway	20	13	On-going
Individual Service Risk Register & Corporate Risk Register	Stephen James/ Sue Shipway	10		
AGS + supporting evidence	Stephen James	30	17	On-going
NFI	Sue Shipway	20	15	On-going
Follow Ups	Stephen James / Sue Shipway/ Julie Ball	20	15	On-going
Completed Audits				
Safety Inspections - Zurich	Sarah Hornsby	10	0	Complete - Final Report
Car Parks	Julie Ball	18	0	Complete - Final Report
Development Management	Philippa Watts	15	0	Complete - Final Report
Fraud Review and IAS240	Sue Shipway	15	0	Complete - Final Report

Audits	Auditor	No of Days	Days Remaining	Position with Audit
IT Security of Assets	Julie Ball	10	0	Complete - Final Report
Housing Register	Sue Shipway	5	0	Complete - Final Report
Project Management	Philippa Watts	10	0	Complete - Final Report
Personnel and Recruitment pre-checking (Carried Forward from	Sue Shipway / Philippa Watts	25	0	Draft Report
Building Control	Julie Ball	10	0	Complete - Final Report
Housing Benefits	Sue Shipway/Sarah Hornsby	20	0	Complete - Final Report
Consultants Review	Sue Shipway	5	0	Complete - Final Report
Carried Forward	Sarah Hornsby & Julie Ball	15	15	
Inclusion in Key Financial Systems				
Creditors	Sue Shipway / Philippa Watts / Julie Ball / Sarah Hornsby			
Debtors	Sue Shipway / Philippa Watts / Julie Ball / Sarah Hornsby			
Payroll	Sue Shipway / Philippa Watts / Julie Ball / Sarah Hornsby			
NNDR	Sue Shipway / Philippa Watts / Julie Ball / Sarah Hornsby	40	See Above	
Council Tax	Sue Shipway / Philippa Watts / Julie Ball / Sarah Hornsby			
Bank Reconciliation	Sue Shipway / Philippa Watts / Julie Ball / Sarah Hornsby			
Budgetary Control	Sue Shipway / Philippa Watts / Julie Ball / Sarah Hornsby			