

Individual Audit Plan for 2017-2018					
		Steve James	Sue Shipway	Julie Ball	TOTAL
Audits for 2017-2018 and Other Chargeable Work	572	260	156	156	572
Audits Brought Forward from 2016-17	Audit Days				
Business Continuity	5				5
Westgate/Southbourne/Midhurst Leisure Centres	15				15
Museum/TIC	20				20
Information Technology	15				15
	55	0	0	0	55
New Audits for 2017-2018	Audit Days				
Income Management	15				15
Budgetary Control	15				15
Contracts/Procurement	10				10
Trade Waste	15				15
Cash Management	20				20
Westward House	10				10
Customer Services Centre	15				15
	100	0	0	0	100
Key Financial Systems Audits for 2017-2018	Audit Days				
Asset Management (new FAR)	15				15
Cash and Bank	12				12
Council Tax	10				10
Creditors	12				12
Debtors	12				12
Housing Benefits	12				12
NDR	10				10
Payroll	12				12
Treasury Management	15				15
	110	0	0	0	110
Annual Activity					
Planning and Control (Audit planning and reviews)	15				15
Meetings/discussions with EY	2				2
Committee reports and representation	15				15
Corporate Advice	9				9
Contingency	64				64
AGS + Evidence	20				20
Public Sector Internal Audit Standard (PSIAS)	20				20
Follow Ups	10				10
	155	0	0	0	155
Chargeable Work Total	420				
Non Chargeable Work					
Management	25				25
Administration	20				20
Elections	3				3
Performance and Appraisals	2				2
Training	3				3
General Meetings	3				3
Annual Leave (inc Public Holidays)	93				93
Sickness	3				3
Non Chargeable Work Total	152	0	0	0	152
Total	572				