

# Progress Report – Audit Plan

As at 31st December 13



Appendix 1 to agenda item 9

Audits	Auditor	No of Days	Days Remaining	Position with Audit
Security of Assets	Kevin McLafferty	15	15	
Safety Inspections - Allianz	Julie Ball	20	20	
CDC Business Continuity	Kevin McLafferty	10	10	
Emergency Planning	Kevin McLafferty	10	10	
Data Protection / Freedom of Information Review	Julie Ball	15	8.25	
Project Management	Ann Kirk	10	8.25	
Value for Money	Julie Ball	10	10	
Records Management / Data Quality	Julie Ball	10	7.75	
Rent Deposit Scheme Review	Kevin McLafferty	10	10	
Housing Benefits and Council Tax Support	Kevin McLafferty	15	0	Draft Report
Property Estates and Shops	Kevin McLafferty	20	0	Draft Report
Service Reviews	Ann Kirk	15	15	
Audits	Auditor	No of Days	Days Remaining	Position with Audit
Carry Forwards	All Audit Staff	70	35.5	
Other Audit Activities	Auditor	No of Days	Days Remaining	Position with Audit
Audit Reviews	Stephen James	10	0	
Quality Audits - Chichester Contract Services	Stephen James	20	0	
Corporate Advice	All Audit Staff	10	6.5	
Contingency	All Audit Staff	113	64.25	
AGS, Evidence & Partnerships	Stephen James	30	5.5	
PSIAS	Stephen James	20	20	
E&Y - International Standard of Auditing	Ann Kirk / Julie Ball	50	26	

Individual Service Risk Registers & Corporate Risk Registers	Stephen James	5	5	
NFI	Ann Kirk	20	0	
Internet & E-mail	Julie Ball	5	4	
Performance Standard	Ann Kirk / Julie Ball	5	0	
Mileage	Ann Kirk / Julie Ball	5	2.75	
Follow Ups	Ann Kirk / Julie Ball	20	0	
<b>Completed Audits</b>	<b>Auditor</b>	<b>Published</b>		
Fraud Prevention	Kevin McLafferty	Jun-13		
Bank Reconciliation	Ann Kirk	Jun-13		
Customer Services	Julie Ball	Jun-13		
CPE / Car Parks	Julie Ball / Ann Kirk	Sep-13		
Debt Recovery Review	Ann Kirk	Sep-13		
Energy Usage	Kevin McLafferty	Sep-13		
Reconciliation Review	Julie Ball	Sep-13		
Tangmere Section 106 Review	Stephen James	Sep-13		
Performance Indicators	Ann Kirk / Julie Ball	Jan-14		
Contracts	Ann Kirk	Jan-14		