



NEWCASTLE·UNDER·LYME

BOROUGH COUNCIL

Internal Audit Plan 2015/16

Audit Areas	Risk	Days
Chief Executives		
Insurance	B	10
Licencing	B	10
Committee Services	B	10
Safeguarding	A	10
Locality Commissioning	B	10
Chief Executive Total Days		50
Resources & Support Services		
Payroll (key controls only)	A	5
Human Resources	A	6
Income Collection	A	5
Council Tax (key controls only)	A	5
Creditors (key controls only)	A	5
Asset Management (Capital)	A	10
Grants and Concessions	B	10
Civica - Main Accounts (key controls only)	A	5
Treasury Management (key controls only)	A	5
Bank Account Reconciliation & Arrangements	B	5
Budget Monitoring	B	5
Information Security (review of policies)	A	8
Housing Benefits	A	30
National Non Domestic Rates (key controls only)	A	5
Sundry Debtors (key controls only)	A	5
National Fraud Initiative	A	10
Medium Term Financial Strategy	B	5
Bailiff Contract	B	5
Stationary Controlled & Purchased	B	2
Agile Working*	B	7
Cloud Computing*	A	6
Disaster Recovery*	B	7
Application Review - iDocs*	B	7
I T Security *	A	5
Resources and Support Services Total Days		168

Operational Services		
Kidsgrove Sports Centre	B	10
Fleet Management	B	15
Streetscene	B	20
Current & Final Accounts	A	10
Museum	B	10
Community Centre Review	B	10
Park Attendants	A	2
Operational Services Total Days		77
Regeneration & Development Services		
Markets	B	15
Building Control	B	10
Section 106 Agreements	B	5
Public Buildings Cleaning	B	5
Energy Management	B	5
Dog Wardens	B	10
Current and Final Accounts	A	10
Conservation Service	B	5
Planning and Development Control	B	20
Economic Development & Promotion	B	10
Civil Parking Enforcement	B	10
Town Centre Partnership	B	5
Property Management - Asset Disposals	A	5
Regeneration and Development Services Total Days		115
Corporate Functions		
Gifts Hospitality & Private work/interests	A	5
Mileage Travel & Subsistence Allowances	B	10
Performance Management	A	10
Corporate Governance	A	10
Partnerships	A	5
Enforcement	B	10
Court Costs	B	5
Strategic Risks - Action Plans	A	5
Mobile Phones	B	5
Transparency Agenda - Localism Act	B	5
Ethical Governance	B	10
Information Governance (IG) Toolkit	B	10
Corporate Functions Total Days		90
Total Days for 2014/15		500

* denotes ict areas that have been identified for review and will be completed by an external computer audit specialist.