



NEWCASTLE·UNDER·LYME

BOROUGH COUNCIL

Internal Audit Plan 2014/15

Audit Areas	Risk	Days
Chief Executives		
Risk Management	B	20
Freedom of Information (FOI)	B	4
Elections	B	8
Land Charges	B	10
Member Services	B	10
Regulation of Investigative Powers (RIPA)	B	3
Website Content*	B	7
Chief Executive Total Days		62
Resources & Support Services		
Payroll	A	20
Data Protection	B	5
Council Tax	A	25
Creditors	A	25
Asset Management Capital	A	5
Civica Financials	A	15
Treasury Management	A	10
VAT	B	5
Electronic Payments	B	5
Housing Benefits	A	10
National Non domestic Rates (NNDR)	A	20
Sundry Debtors	A	20
National Fraud Initiative (NFI)	B	10
ICT Strategy*	B	7
Cash Receipting System	B	5
Civica Application Review*	A	7
Income Collection	A	5
ICT Applications - User Access*	B	7
Resources and Support Services Total Days		206
Operational Services		
Operational Services Administration	B	10

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Current & Final Accounts	A	10
Garage Workshops		
Bereavement Services	B	10
Jubilee 2	B	15
Application Review - Gladstone (follow up)	B	20
Community Centres	B	5
Park Attendants	B	10
Refuse Collection	A	2
	B	20
Operational Services Total Days		102
Regeneration & Development Services		
Public Buildings Maintenance	B	10
Health and Safety	B	10
Property Management - Asset Disposal	B	10
Pest Control	B	5
Current and Final Accounts	A	10
Regeneration and Development Administration	B	10
Housing Strategy	B	5
Ryecroft Development	B	5
Regeneration and Development Services Total Days		65
Corporate Functions		
Third Sector Commissioning	B	7
Gifts Hospitality & Outside Works	A	5
Performance Management	A	5
Corporate Governance	A	10
Partnerships (follow up review)	A	5
Email and Internet Usage	B	6
Contract Compliance	B	10
Information Asset Registers	B	5
ICT Audit Needs Assessment*	B	2
Information Governance Toolkit	B	10
Procurement	A	20
Corporate Functions Total Days		85
Total Days for 2014/15		520

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

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