

Internal Audit Plan
2017/18

Audit Areas	Risk*	Revised Plan
Chief Executives		
Safeguarding	A	15
Risk Management	B	10
Newcastle under Lyme Lottery	B	10
Member Services	B	5
Chief Executive Total Days		40
Resources & Support Services		
Asset Management Capital	A	5
Council Tax	A	5
Payroll	A	5
Treasury Management	A	5
Housing Benefits	A	10
Creditors	A	15
Civica - General Ledger	A	10
Income Collection	A	10
National Non Domestic Rates	A	10
Sundry Debtors	A	10
Human Resources	B	10
Resources and Support Services Total Days		95
Operational Services		
Refuse Service	B	25
Landscaping	B	10
Bereavement Services	B	15
Current & Final Accounts	A	10
Operational Services Total Days		60
Regeneration & Development Services		
Licensing	A	25
Asset Disposals	A	5
Food Safety	B	10
Housing Strategy	B	10
Current & Final Accounts	A	10
Regeneration and Development Services Total Days		60
Corporate Functions		

Classification: NULBC **UNCLASSIFIED**

Gifts Hospitality & Private work/interests	A	5
Transparency Agenda	B	5
Corporate Governance	A	10
Freedom of Information	B	5
Procurement	A	10
Ethical Governance	B	10
Mileage Travel & subsistence	B	10
Corporate Functions Total Days		55
Corporate Fraud		
National Fraud Initiative	A	15
Data Matching	A	10
Fraud Hub	A	30
Corporate Fraud Total Days		55
Information Assurance		
A total of 40 days allocated to ensure compliance with Information Security Policies, providing advice on day to day information security matters and support to various projects on-going such as Electronic Data Management and off site document storage	B	40
Information Assurance Total Days		40
Computer Audit Contract		
Disaster Recovery	B	6
Network Security	B	6
Remote Access	B	6
Application Review : Uniform Planning System	B	6
Application Review : Gladstone Leisure System	B	6
Computer Audit Days		30
Total Days for 2017/18		435

* Risk

A Risk – weighted score over 750 required to be audited annually

B Risk – weighted score between 500 and 749 – audited once every 2 or 3 years

C Risk – weighted score between 250 and 499 – audited once every 3 to 5 years.

Priority given to A risks then subject to resource availability as to what B and C risk audits are completed.