

**Internal Audit Plan**  
**2018-19**

<b>Audit Areas</b>	<b>Risk*</b>	<b>Revised Plan</b>
<b>Chief Executives</b>		
Safeguarding	A	15
HR – Time Management	B	10
Business Continuity		5
Performance Management	B	10
<b>Chief Executive Total Days</b>		<b>40</b>
<b>Resources &amp; Support Services</b>		
Asset Management Capital	A	10
Council Tax	A	15
Payroll	A	15
Treasury Management	A	10
Housing Benefits	A	15
Creditors	A	5
Civica - General Ledger	A	5
Income Collection	A	5
National Non Domestic Rates	A	5
Sundry Debtors	A	5
<b>Resources and Support Services Total Days</b>		<b>90</b>
<b>Operational Services</b>		
Jubilee 2 Sports Centre	B	15
Contract Management (to be combined with Regen & Dev Services)	B	10
Recycling	B	15
Current & Final Accounts	A	10
<b>Operational Services Total Days</b>		<b>60</b>
<b>Regeneration &amp; Development Services</b>		
Licensing - Taxis	B	10
Licensing – Premises and Clubs	B	10
Environmental Health	B	10
Contract Management (to be combined with Operational Services)	B	10
Planning & Development Control – Fees and Cost Recovery	B	10
Asset Disposals	A	5
Current & Final Accounts	A	10
<b>Regeneration and Development Services Total Days</b>		<b>65</b>
<b>Corporate Functions</b>		
Gifts Hospitality & Private work/interests	A	5
Corporate Governance	A	10
Procurement	A	10
GDPR Compliance	B	20
Public Sector Hub – Central Services		10
<b>Corporate Functions Total Days</b>		<b>55</b>
<b>Corporate Fraud</b>		
National Fraud Initiative	A	15
Data Matching	A	10

Classification: NULBC UNCLASSIFIED

Fraud Hub	A	30
<b>Corporate Fraud Total Days</b>		<b>55</b>
<b>Information Assurance</b>		
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.	B	40
<b>Information Assurance Total Days</b>		<b>40</b>
<b>Computer Audit Contract</b>		
GDPR/Information Security Position Assessment	B	5
Back-up and Recovery	B	6
IT Operations – Change Control	B	5
Application Security Review: Revenues and Benefits	B	6
Application Security Review: Mitre Finch – Time Recording System	B	4
Application Security Review: Cem/Crem System	B	4
<b>Computer Audit Days</b>		<b>30</b>
<b>Total Days for 2018/19</b>		<b>435</b>

\* 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.