

<b>REVISED INTERNAL AUDIT PLAN 2015/2016 - OCTOBER 2015</b>		
<b>AUDIT AREA</b>	<b>PLANNED DAYS</b>	<b>REVISED PLAN</b>
<b>PEOPLE</b>		
<b>ADULTS</b>		
Autism Innovation Grant	3	2
Shared Lives	15	18
Homecare	15	15
Planning and Control	15	15
Advice	5	5
Post Audit Reviews	4	0
PAR - Commissioning	0	3
<b>Days Needed to Complete 2014/2015 Work (10.3 days)</b>		
Planning and Commissioning Strategic Monitoring	3	5
Learning Disabilities Client Accounts	0	0
Follow Up Management Investigation Reablement	3	4
PAR Nursing Home Placements	4	4
PAR Out of Hours	1	1
	<b>67</b>	<b>73</b>
<b>COMMUNITIES</b>		
Supporting People - Contract Monitoring	15	15
Planning and Control	3	3
Advice	2	2
Post Audit Reviews	4	0
<b>Days Needed to Complete 2014/2015 Work (11 days)</b>		
Homelessness	11	13
	<b>35</b>	<b>33</b>
<b>CHILDRENS</b>		
Youth Offending Team	15	16
Youth Offending Control Report	0	2
Procurement of Placements	15	15
St Lawrence Road Control Report	0	2
Control Report Fostering	0	2
Transition from Childrens to Adults	0	1
PAR Payment for Contact/Emergency Payments	0	2
ISCAN short term care - Jubilee Gardens	15	20
Planning and Control	3	5
Advice	7	7
Post Audit Reviews	5	2
<b>Days Needed to Complete 2014/2015 Work (11 days)</b>		
Childrens Homes Rota System	2	2
PAR Childrens Social Care Petty Cash	1	1
Fostering	2	2
Investigation Control Report	7	7
	<b>71</b>	<b>86</b>

AUDIT AREA	PLANNED DAYS	REVISED PLAN
<b>STRATEGY AND EARLY INTERVENTION</b>		
Early Help Teams	15	0
Public Service Hub	15	18
Troubled Families	15	20
Planning and Control	2	3
Advice	3	3
Post Audit Reviews	5	2
<b>Days Needed to Complete 2014/2015 Work (1.5 days)</b>		
PAR Grafton Centre Control Report	1	1
PAR Childrens Centres	1	1
	<b>57</b>	<b>48</b>
<b>PEOPLE TOTAL DAYS</b>	<b>230</b>	<b>240</b>
<b>PUBLIC HEALTH</b>		
Ring-fenced Public Health Grant	6	6
Planning and Commissioning	15	0
Data Analysis and Interpretation	15	0
Information Governance Review	15	15
Planning and Control	3	3
Advice	2	2
Post Audit Reviews	3	0
<b>Days Needed to Complete 2014/2015 Work (1 day)</b>		
PAR Public Health - Contract Monitoring	1	1
<b>PUBLIC HEALTH TOTAL DAYS</b>	<b>60</b>	<b>27</b>
<b>PLACE</b>		
<b>ENVIRONMENTAL SERVICES</b>		
Bus Subsidy Grant	3	1
Severe Weather Grant	4	0
Local Transport Settlement Grant	6	5
Stores and Stock Control	15	15
Use of Corporate Vehicles	0	3
Planning and Control	4	4
Advice	4	4
Bus Lane Enforcement	0	2
Post Audit Reviews	9	0
PAR - Trade Waste	0	3
PAR - Transport Recharges	0	3
PAR - Vehicle Checks	0	2
PAR - Markets	0	3
<b>Days Needed to Complete 2014/2015 Work (12.5 days)</b>		
Bad Debt Write Off Control Report	1	3
Markets Income	5	10
Transport Recharges	3	4
Highways Maintenance and Management	2	3

AUDIT AREA	PLANNED DAYS	REVISED PLAN
Trade Waste	2	2
	<b>57</b>	<b>65</b>
<b>DEVELOPMENT AND INVESTMENT</b>		
Hattersley Collaboration Agreement - Audit Of Accounts	6	6
Enterprise Fund	10	8
Pinchpoint Grant	4	5
Section 106 Agreements/Developer Levy/Community Infrastructure Levy	15	15
Planning Process	15	0
Planning and Control	3	3
Advice	2	2
Post Audit Reviews	3	0
PAR - Hattersley Collaboration Agreement 13/14	0	2
Days Needed to Complete 2014/2015 Work (2.5 days)		
Hattersley Collaboration Agreement - Audit Of Accounts	1	1
PAR - Hattersley Collaboration Agreement 11/12 and 12/13	3	3
	<b>61</b>	<b>44</b>
<b>ASSET AND INVESTMENT PARTNERSHIP</b>		
<b>Days Needed to Complete 2014/2015 Work</b>		
Carillion	8	8
PAR Ashton Northern Bypass	2	2
PAR CCTV	2	0
Vision Tameside Advice and Consultancy	2	0
Planning and Control	3	3
Advice	1	1
Post Audit Reviews	2	0
	<b>19</b>	<b>14</b>
<b>DIGITAL TAMESIDE</b>		
Data Retention Policy	10	0
Transfer of Data Centre to Rochdale	25	12
Digital by Design	3	4
Advice - Tameside Digital Infrastructure Cooperative (TDIC)	1	0
Online Payments System System (Sign Off)	0	5
Mobile Phones (Security and Fleet Management)	10	10
Planning and Control	4	4
Advice	4	4
Post Audit Reviews	5	0
	<b>62</b>	<b>39</b>
<b>PLACE TOTAL DAYS</b>		
	<b>199</b>	<b>163</b>

AUDIT AREA	PLANNED DAYS	REVISED PLAN
<b>GOVERNANCE AND RESOURCES</b>		
<b>FINANCE</b>		
Review of Budget and Council Tax Resolution Reports	5	8
BCF - Pooled Budget Arrangements	20	20
General Ledger	20	15
Procurement	15	0
Review of Revenue Expenditure	15	10
Review of Financial Regs	1	0
Planning and Control	4	4
Advice	5	6
New Banking Arrangements	0	4
New Contract System	0	3
Post Audit Reviews	7	0
<b>Days Needed to Complete 2014/2015 Work (10.5 days)</b>		
Construction Industry Scheme	3	6
PAR - Bank Reconciliation Procedures	1	2
Treasury Management	3	4
Contract Monitoring - Telecommunications	3	7
Contract Monitoring - Energy	2	3
	<b>102</b>	<b>92</b>
<b>EXCHEQUER</b>		
Direct Payments	20	15
Cashiers	10	15
Determination and Recovery of Charges	15	0
Council Tax	15	0
Deferred Payment Policy	15	4
Planning and Control	6	6
Advice	8	8
Post Audit Reviews:-	8	0
Debtors	0	2
NNDR	0	2
<b>Days Needed to Complete 2014/2015 Work (22.5)</b>		
Council Tax	5	8
Debtors	1	1
NNDR	1	1
Creditors	14	28
PAR CTSS	1	0
PAR HB Data	3	4
	<b>120</b>	<b>93</b>
<b>GOVERNANCE</b>		
Other Payments to Staff	15	10
Use of Consultants	10	0
Overtime/Additional Payments	15	10
Hosting iTrent	5	0

AUDIT AREA	PLANNED DAYS	REVISED PLAN
Payroll	15	5
Registrars	5	3
Car Allowances	15	0
Planning and Control	10	10
Advice	10	8
Members Allowances Publication	0	1
Teachers Pension Scheme	0	6
Contract Checks Adults July	0	2
Review of Terms and Conditions Outputs	0	5
Post Audit Reviews	4	0
PAR Hays Agency	0	3
PAR TTC	2	3
<b>Days Needed to Complete 2014/2015 Work (3 days)</b>		
Payroll	3	11
	<b>108</b>	<b>76</b>
<b>GOVERNANCE TOTAL DAYS</b>	<b>330</b>	<b>261</b>
<b>SCHOOLS</b>		
Schools - Primary (30)	132	114
Fairfield Road	6	6
Moorside	6	8
Moorside Control Report	0	4
Greenside Primary	6	9
Yew Tree	6	8
St James Ashton	6	7
St Pauls CE Stalybridge	6	6
St Stephens CE Audenshaw	6	9
St Stephens RC Droylsden	6	9
Schools - High (1)	10	10
Schools ICT Security and Information Security	10	0
Schools Agresso Pilots	10	0
Schools Payroll Analysis	10	10
Schools Cash Flow/Deficit Recovery Plans	0	10
Planning and Control	15	15
Advice	16	16
St John Fisher Dinner Monies	2	2
SFVS	2	2
Post Audit Reviews	20	1
The Heys PAR	0	1
Cromwell PAR	0	1
Samuel Laycock PAR	0	2
Gee Cross Holy Trinity PAR	0	2
Bradley Green PAR	0	1
Corrie PAR	0	1
Moorside PAR	0	2
Parochial PAR	0	1
Oakdale PAR	0	1
Micklehurst Control Report	0	2

AUDIT AREA	PLANNED DAYS	REVISED PLAN
Yew Tree PAR	0	2
Gorse Hall PAR	2	2
Buckton Vale PAR	2	2
Lyndhurst PAR	1	1
Rosehill PAR	2	2
St Josephs RC PAR	2	2
St John Fisher PAR	2	3
St Christophers PAR	2	3
Astley PAR	0	1
<b>Days Needed to Complete 2014/2015 Work (8 days)</b>		
St Peters CE Final	1	1
Parochial Final	1	0
Oakdale Final	1	1
Hyde Community College PAR	0	0
Lyndhurst PAR	1	1
Bradley Green	1	1
Waterloo PAR	1	0
Corrie Primary	1	1
Leigh Primary PAR	1	0
Longdendale 2nd PAR	2	4
St Thomas More PAR	1	1
Thomas Ashton PAR	1	1
Arundale PAR	0	0
St John Fisher Control Report	0	0
<b>SCHOOLS TOTAL DAYS</b>	<b>293</b>	<b>286</b>
<b>CROSS CUTTING</b>		
DBS process	15	15
Recruitment and Selection at Schools	15	0
Review of ICT within Service Areas	0	10
Contract Management/Monitoring	10	0
NFI - 2014/15	0	13
<b>CROSS CUTTING TOTAL DAYS</b>	<b>40</b>	<b>38</b>
<b>GMPF</b>		
Contribution Income	15	15
Review Key Financial Systems	15	15
Local Investments	10	0
No1 St Peters Square	5	6
Transfer of Assets to Investec	5	7
Pension Benefits	15	15
Admitted Bodies	15	15
Visits to Contributing Bodies	25	40
Trivial Commutations	10	0
Transfers to DC Schemes	10	11
Review of Admin Processes	10	8
Vulnerability Management	0	5
Local Pensions Board	5	5
Risk Management Review	15	0

AUDIT AREA	PLANNED DAYS	REVISED PLAN
Irregularity Investigations	5	5
Planning and Control	15	15
Advice	10	15
Annual Allowance issue	0	1
Altair Access	0	1
Post Audit Reviews	15	0
General Ledger PAR	0	2
PAR Wigan visit	0	2
PAR Contribution Income	0	2
PAR Pension Payroll	0	2
PAR Asset Transfers	0	1
PAR Property Contract	0	2
Unitisation	15	0
MoJ Project	30	19
Contingency	25	0
<b>Days Needed to Complete 2014/2015 Work (30 days)</b>		
Contribution Income	1	1
PAR - CIS	3	4
New Property Contract	14	25
Pension Benefits Payable	4	3
PAR - Visit Salford	1	2
MoJ Asset Valuation	8	8
MoJ Payroll Reimbursements	1	2
<b>GMPF TOTAL DAYS</b>	<b>300</b>	<b>250</b>
<b>CONTINGENCY DAYS</b>		
Contingency Days	10	5
<b>CONTINGENCY TOTAL DAYS</b>	<b>10</b>	<b>5</b>
<b>DAYS REQUIRED FOR PLANNED WORK</b>	<b>1462</b>	<b>1270</b>
<b>DAYS REQUIRED FOR FRAUD WORK</b>	<b>475</b>	<b>475</b>
<b>TOTAL DAYS REQUIRED</b>	<b>1937</b>	<b>1745</b>