

PLANNED AUDIT 2011/2012

APPENDIX 1

System Name	Final Issued	20	11.0		Satisfactory	8	0	0	6	6	2	2	0
Brown Bins (1) SODC VWHDC	Final Issued	20	11.0 11.0		Satisfactory Satisfactory	8 6	0 0	0 0	6 5	6 5	2 1	2 1	0 0
Building Control (3) SODC VWHDC	Final Issued	10	7.0 6.0		Satisfactory Satisfactory	3 3	0 0	0 0	1 2	1 2	2 1	2 1	0 0
Capital Accounting (1) SODC VWHDC	TOR sent	14	0.0 0.0										
Car Parks (2) SODC VWHDC	Final Issued	20	9.5 9.5		Satisfactory Satisfactory	10 9	0 0	0 0	6 4	6 4	4 5	4 5	0 0
Concessionary Fares (2) SODC VWHDC	To Commence	10	0.0 0.0										
Council Tax (1) SODC VWHDC	Final Issued	20	12.5 12.5		Full Full	1 1	0 0	0 0	1 1	1 1	0 0	0 0	0 0
Creditor Payments (1) SODC VWHDC	In Progress	20	7.0 7.0										
Elections Payments (2) SODC VWHDC	TOR sent	14	0.5 0.5										
Equalities and Diversity (2) SODC VWHDC	In Progress	16	6.5 6.5										
Establishment Listing (2) SODC VWHDC	Final Issued	6	2.0 2.0		Limited Limited	3 3	2 2	2 2	0 0	0 0	1 1	1 1	0 0
Facilities Management (3) SODC VWHDC	Final Issued	14	9.0 9.0		Satisfactory Satisfactory	16 13	0 0	0 0	7 7	7 7	9 6	9 6	0 0

Stationery System (3)	Final Issued	12												
SODC			6.0		Satisfactory	2	0	0	2	2	0	0	0	
VWHDC			6.0		Satisfactory	2	0	0	2	2	0	0	0	
Sundry Debtors (1)	In Progress	20												
SODC			2.0											
VWHDC			1.5											
Travel & Subsistence (2)	Final Issued	20												
SODC			10.0		Satisfactory	14	0	0	5	4	9	9	1	
VWHDC			10.0		Satisfactory	15	0	0	6	5	9	9	1	
Treasury Management (1)	To Commence	14												
SODC			0.0											
VWHDC			0.0											
Verification of Budget Savings (2)	To Commence	20												
SODC			0.0											
VWHDC			0.0											
Verification of Performance Indicators (2)	To Commence	20												
SODC			0.0											
VWHDC			0.0											
Waste Management & Recycling (2)	Final Issued	20												
SODC			9.5		Limited	13	2	2	7	7	4	4	0	
VWHDC			9.5		Limited	14	2	2	8	8	4	4	0	
Leader Project Grant Verification (2)	Final Issued	4	2.5		Full	0	0	0	0	0	0	0	0	
Cash Office (2)	Final Issued	4	4.5		Limited	14	3	3	6	6	5	4	1	
TOTALS														

FOLLOW UP AUDITS 2010/2011

System Name							
SDDC							
LEADER Project Assurance	0.5	Satisfactory	6	5	1	0	0
Cornerstone EP, DR and BCP	0.5	Satisfactory	6	4	1	1	0
HR Grievance	0.5	Full	2	1	0	1	0
HR Recruitment	0.5	Satisfactory	2	1	0	1	0
Leisure Centres	0.5	Limited	9	8	1	0	0
Health and Safety	0.5	Limited	12	6	2	3	1
ICT	0.5	Satisfactory	5	3	0	1	1
Pest Control	0.5	Limited	4	0	0	2	2
WHTLC							
Car Loans	0.5	Limited	10 - 8 now N/A	2	0	0	0
HR Grievance	0.5	Full	3	2	0	1	0
HR Recruitment	0.5	Satisfactory	4	2	1	1	0
Leisure Centres (WHTLC)	0.5	Limited	9	8	1	0	0
Leisure Centres (SOLL)	0.5	Limited	6	6	0	0	0
Petty Cash Procedures	0.5	Satisfactory	9 - 2 now N/A	6	0	1	0
Health and Safety	0.5	Limited	14	7	2	4	1
ICT	0.5	Limited	8	2	0	5	1
Stray Dogs	0.5	Satisfactory	3	0	0	2	1
Mortgages Administration	0.5	Limited	6	4	0	0	2

FOLLOW UP AUDITS 2011/2012

System Name							
SDDC							
Gifts and Hospitality	0.5	Satisfactory/Limited	4	2	0	1	0
WHTLC							
Gifts and Hospitality	0.5	Satisfactory/Limited	4	2	0	1	0

UNPLANNED WORK 2011/2012

CONSULTANCY

System Name	Status	Initial Allocation	Priority/Type	Requested By
JOINT				
Carbon Management Programme	To Commence Q4	TBC		Shared Policy & Engagement Manager
Harmonisation of HR Pro	To Commence Q4	5 days		Head of HR, IT & Customer
Housing Debt Management System	Completed	5 days	10.5 days	Section 151 Officer
Physical Transfer of Valuable Items	Completed	3 days	1 day	Section 151 Officer
SODC				
VWHDC				
Travel and Subsistence Receipts Spotchecks	Completed	2 days	1 day	Audit and Governance Committee

CONTINGENCY

System Name	Status	Initial Allocation	Priority/Type	Requested By
JOINT				
SODC				
Investigation	In progress	10 days		Strategic Director
VWHDC				
Payment of Car Loan (Creed)	Completed	5 days	1.5 days	Section 151 Officer

SYSTEM DEVELOPMENT

System Name	Status	Initial Allocation	Priority/Type	Requested By
JOINT				
SODC				
VWHDC				