

Internal Audit Progress Report as at 31st December 2019 (and Projection to Year End)

Service	Audit Review	Commenced	Status	Assurance	Original Target Days	Variation	Revised Target Days	Actual Days to 31st December	Planned Days for 4th Quarter	Total Expected Days	Estimated Variation 2019/20	Notes
Column Ref:					1	2	3=(1+2)	4	5	6=(4+5)	7=(6-3)	
Financial Services	Creditors & Purchasing				13.0	(3.0)	10.0	-	10.0	10.0	-	MIAA
Financial Services	Insurance-Review				8.0		8.0	-	8.0	8.0	-	
Financial Services	Main Accounting System				10.0		10.0	-	10.0	10.0	-	MIAA
Financial Services	Treasury Management	DRAFT	√	Full	9.0		9.0	9.0		9.0	-	
Financial Services	Client Function				9.0		9.0	-	9.0	9.0	-	
Financial Services	Procurement	In progress	√		8.0		8.0	7.0	1.0	8.0	-	6 days on Fuel Cards
Financial Services	Pearl Contracts				8.0		8.0	-		-	(8.0)	Audit Deferred to 2020/21
Corporate	Elections & Electoral Registration				8.0		8.0	-	8.0	8.0	-	
Legal Services	Land Charges				8.0		8.0	-	8.0	8.0	-	
Democratic Services	Freedom of Information	FINAL	√	Substantial	8.0		8.0	8.0		8.0	-	
Housing H E	Env Health - Pest Control	In progress	√		7.0		7.0	4.0	3.0	7.0	-	
Housing H E	Immigration Inspections	FINAL	√	Substantial	7.0		7.0	7.0		7.0	-	
Housing H E	Disabled Facilities Grants				9.0		9.0	-	9.0	9.0	-	
Housing H E	Homelessness	FINAL	√	Substantial	7.0	3.0	10.0	10.0		10.0	-	
Housing H E	Parking Enforcement	FINAL	√	Substantial	8.0		8.0	8.0		8.0	-	
HR	Payroll & Establishment	In progress	√		12.0	1.0	13.0	13.0		13.0	-	
HR	Flexitime System	DRAFT	√	Substantial	8.0		8.0	8.0		8.0	-	
HR	Staff Allowances/Expenses				7.0		7.0	-	7.0	7.0	-	
IT	IT Audits	In Progress	√		15.0		15.0	2.0	13.0	15.0	-	MIAA
Leisure Trust	Leisure Trust				12.0		12.0	-		-	(12.0)	Audit Deferred to 2020/21
Environmental Services	Corporate Health and Safety	FINAL	√	Substantial	9.0		9.0	9.0		9.0	-	
Environmental Services	Stock - Waste containers	In progress	√		7.0		7.0	-		-	(7.0)	
Environmental Services	Cemeteries	DRAFT	√	Substantial	7.0		7.0	7.0		7.0	-	
Environmental Services	Vehicles, Plant & Salvage	DRAFT	√	Substantial	10.0	2.0	12.0	12.0		12.0	-	
Planning	Section 106 Agreements	DRAFT	√	Limited	8.0	4.0	12.0	12.0		12.0	-	
Planning	Licensing	DRAFT	√	Full	9.0		9.0	9.0		9.0	-	
Planning	Hackneys and Private Hire	FINAL	√	Substantial	9.0		9.0	9.0		9.0	-	
Property Services	Industrial & Commercial Rents	FINAL	√	Full	8.0	4.0	12.0	12.0		12.0	-	
Property Services	Land and Property	FINAL	√	Substantial	10.0	3.0	13.0	13.0		13.0	-	
Treasury Services	Housing Benefits				30.0	(5.0)	25.0	-	25.0	25.0	-	MIAA
Customer Services	Collection of Income & Reconciliation				10.0	(2.0)	8.0	-	8.0	8.0	-	MIAA
Treasury Services	Council Tax				13.0	(3.0)	10.0	-	10.0	10.0	-	MIAA
Treasury Services	NNDR				12.0		12.0	-	12.0	12.0	-	MIAA
					323.0	4.0	327.0	159.0	141.0	300.0	(27.0)	
Financial Services	Investigations & Fraud Work	In progress	√	n/a	15.0	(4.0)	11.0	1.5	3.0	4.5	(6.5)	
					338.0	-	338.0	160.5	144.0	304.5	(33.5)	

MIAA	103.0	(13.0)	90.0	2.0	90.0	92.0	-
Internal Audit	235.0	13.0	248.0	158.5	54.0	212.5	(33.5)
	338.0	-	338.0	160.5	144.0	304.5	(33.5)