

Internal Audit Plan 2011/12

Summary

Review area	Days
Corporate Cross Cutting Reviews	167
Corporate Governance Reviews	58
Transformational Project Reviews	20
Financial Management Reviews	143
Information System Reviews	67
Key Priority – Providing good value, high quality services	50
Key Priority – Getting the city working	40
Key Priority – Investing in education and training	125
Key Priority – Keeping people safe	35
Key Priority – Keeping the city clean and green	60
Key Priority – Looking after people	115
Other Direct Audit Activity	270
Total Direct Audit Days	1150
Total Number of Reviews	65
Total Available Audit Days	1150

Corporate Cross Cutting Reviews

Review	Audit Sponsor	Days
Partnerships and shared services	CP&ED	20
Use of Transport (inc Fleet Transport)	ENV	15
Corporate business continuity and emergency planning	NBH	12
Corporate Property Strategy (and Asset Management Plan)	RES	15
Compliance with health and safety legislation	RES	20
Information governance	RES	15
Human Resources	RES	15
Procurement and Contract Management	RES	20
Strategic service partnership	RES	15
Corporate communications and marketing	SOL	20
Total Days		167

Corporate Governance Reviews

Review	Audit Sponsor	Days
Policy and Corporate Performance Management	CP&ED	15
Annual Governance Statement	RES	8
Fraud Thematic Review	RES	20
Precautions against fraud	RES	15
Total Days		58

Transformational Project Reviews

Review	Audit Sponsor	Days
Building Schools for the Future (Mayfield Academy)	CS&L	5
Town Depot Relocation	ENV	5
Sea City Museum	NBH	5
Southampton New Arts Centre (SNAC)	NBH	5
Total Days		20

Financial Management Reviews

Review	Audit Sponsor	Days
Housing rent collection and debt management	NBH	12
Housing and Council Tax Benefits administration	RES	12
Cash collection and banking	RES	12
Creditors	RES	10
Debtors	RES	10
Financial Management	RES	10
Council Tax	RES	10
NNDR	RES	10
Main Accounting System	RES	10
Payroll	RES	10
Schools Payroll (third party)	CS&L	15
Treasury and Cash Flow Management	RES	10
Rents - general	RES	12
Total Days		143

Information System Reviews

Review	Audit Sponsor	Days
IT Governance	RES	25
Computer installations and operations	RES	15
IS strategy, planning and standards	RES	12
IT solutions development and support	RES	15
Total Days		67

Key Priority – Providing good value, high quality services

Review	Audit Sponsor	Days
Efficiency Programme	CP&ED	15
Joint Commissioning	CS&L	20
Parking Services and City Patrol	NBH	15
Total Days		50

Key Priority – Getting the city working

Review	Audit Sponsor	Days
Highways futures	ENV	15
Plus You Limited (Succession Strategy)	CP&ED	15
Grants to Voluntary Organisations	NBH	10
Total Days		40

Key Priority – Investing in education and training

Review	Audit Sponsor	Days
Across Schools thematic reviews (x2)	CS&L	50
General school reviews (x4)	CS&L	40
Post 16 Provision	CS&L	5
Pupil Support Services (PRU)	CS&L	15
Libraries	NBH	15
Total Days		125

Key Priority – Keeping people safe

Review	Audit Sponsor	Days
Safeguarding - Foster Care and Adoption	CS&L	20
Licensing	SOL	15
Total Days		35

Key Priority – Keeping the city clean and green

Review	Audit Sponsor	Days
Street Lighting PFI	ENV	15
Environmental Health	ENV	15
Sustainability (Carbon Reduction)	ENV	15
Street cleansing and Parks & Open Spaces	NBH	15
Total Days		60

Key Priority – Looking after people

Review	Audit Sponsor	Days
Locality Teams	CS&L	20
Sports and recreation partnership	NBH	15
Putting People First (In Control)	H&ASC	15
Provider services	H&ASC	15
Direct payments	H&ASC	10
Day Services - Thematic Review	H&ASC	20
Building Works - Housing Repairs and Maintenance	NBH	20
Total Days		115

Other Direct Audit Activity

Review	Audit Sponsor	Days
Hampshire Camera Partnership	-	5
National Fraud Initiative	-	50
European funding	-	20
Audit Commission Liaison	-	20
Audit Committee support/ member liaison	-	25
Special Commissions / Contingency	-	150
Total Days		270

Total Direct Audit Days 1150

Total Number of Reviews 65

Total Available Audit Days 1150