

APPENDIX A
WORK AGAINST PLAN TO 30TH JUNE 2019

ANNUAL REVIEWS		Type	Planned Days	Actual Days	Comments
	Benefits and CTR	Governance	30	7.6	EBC in Final - LDC ongoing
	Council Tax	Governance	20	25.2	EBC in Final - LDC ongoing
	NNDR	Governance	20	11.3	EBC in Final - LDC ongoing
	Cash and Bank	Governance	15	7.3	EBC in Final - LDC ongoing
	Treasury Management	Governance	10	1.6	<i>Completed - covered both</i>
	Creditors	Governance	20	6.1	EBC ongoing - LDC ongoing
	Debtors	Governance	20	12.2	EBC ongoing - LDC ongoing
	Housing Rents	Governance	20	17.9	EBC in Draft - LDC ongoing
	Main Accounting	Governance	15	2.9	EBC in Final - LDC ongoing
	Payroll	Governance	10	0	<i>Completed in 2018-19 - covered both</i>
	ICT	Governance	8	8	Covers both - in Draft
	Theatres	Governance	5	0	<i>Completed in 2018-19 - covered both</i>
	Housing Benefits Subsidy Claim	Governance	450	73.9	includes project for improvement
			643	174	

RIPA	Operational	15	0	
Members Allowances	Operational	15	0	
Ethics	Operational	15	0	
Internet/Intranet/Telephone Payments	IT & Operational	15	0	
IT Security and Networks	IT	10	0	
HR (recruitment, retention, training and apprenticeship scheme)	Operational	20	0.2	Research
Partnerships	Operational	20	0	
Project Management	Operational	20	0	
Data Protection	Operational	20	0	
Housing CX	IT & Operational	15	0.7	Research
Leaseholder service charges and recharges	Operational	20	0	
Business Continuity and Disaster Recovery	IT & Operational	20	0	
Tenancy Management (inc successions and MEX)	Operational	20	0	
Aids and Adaptations	Operational	20	0	
Voids Management	Operational	20	0	
		265	0.9	