AUDIT RESOURCE FOR THE 2013/14 AUDIT PLAN					
	Totals	Internal Audit Manager	Revenues & Benefits Auditor	Internal Auditor	Computer Auditor (PA T Hrs)
FTE POSTS	3.60	1.00	1.00	1.00	0.60
DAYS AVAILABLE	936	260	260	260	156
PLANNED AUDITS					
Annual Governance Audits	139	7			
Grant Claims / National Fraud Initiative	95	†			
Audit Advice / Special Investigations	40	†			
Follow ups	30	†			
High Risk Audits	60	1			
Medium Risk Audits	180	†			
Contingency	25	†			
Consultancy	25	†			
Total Chargeable Days	594				
NON-CHARGEABLE TIME Supervision and management	50	50	6	6	10
Supervision and management Seminars and training	33	11	6	6	10
Supervision and management Seminars and training Team meetings	33 5		6	6	10
Supervision and management Seminars and training Team meetings Performance appraisals	33 5 0	11 5	6	6	10
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning	33 5 0 5	11 5			
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave	33 5 0 5 97	11 5 5 27	27	27	16
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays	33 5 0 5 97 31	11 5 5 27 8	27	27 8	16 7
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave	33 5 0 5 97 31 7	11 5 5 27 8 2	27 8 2	27 8 2	16 7 1
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave Sickness	33 5 0 5 97 31 7	11 5 5 27 8 2 5	27	27 8	16 7
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave Sickness Monthly / Quarterly reports on Audit	33 5 0 5 97 31 7 18	11 5 5 27 8 2	27 8 2	27 8 2	16 7 1
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave Sickness	33 5 0 5 97 31 7	11 5 5 27 8 2 5	27 8 2	27 8 2	16 7 1
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave Sickness Monthly / Quarterly reports on Audit Maternity / Paternity leave	33 5 0 5 97 31 7 18 10	11 5 5 27 8 2 5	27 8 2	27 8 2	16 7 1
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave Sickness Monthly / Quarterly reports on Audit Maternity / Paternity leave Vacancies	33 5 0 5 97 31 7 18 10 0	11 5 5 27 8 2 5 10	27 8 2 5	27 8 2 5	16 7 1 3
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave Sickness Monthly / Quarterly reports on Audit Maternity / Paternity leave Vacancies Admin / Reading / Elections	33 5 0 5 97 31 7 18 10 0	11 5 5 27 8 2 5 10	27 8 2 5	27 8 2 5	16 7 1 3
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave Sickness Monthly / Quarterly reports on Audit Maternity / Paternity leave Vacancies Admin / Reading / Elections External Audit Liaison	33 5 0 5 97 31 7 18 10 0 0 5 11	11 5 27 8 2 5 10	27 8 2 5	27 8 2 5	16 7 1 3
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave Sickness Monthly / Quarterly reports on Audit Maternity / Paternity leave Vacancies Admin / Reading / Elections External Audit Liaison Total Non-Chargeable Days	33 5 0 5 97 31 7 18 10 0 0 5 322	11 5 27 8 2 5 10	27 8 2 5	27 8 2 5	16 7 1 3
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave Sickness Monthly / Quarterly reports on Audit Maternity / Paternity leave Vacancies Admin / Reading / Elections External Audit Liaison	33 5 0 5 97 31 7 18 10 0 0 5 11	11 5 27 8 2 5 10	27 8 2 5	27 8 2 5	16 7 1 3
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave Sickness Monthly / Quarterly reports on Audit Maternity / Paternity leave Vacancies Admin / Reading / Elections External Audit Liaison Total Non-Chargeable Days	33 5 0 5 97 31 7 18 10 0 0 5 322	11 5 27 8 2 5 10	27 8 2 5	27 8 2 5	16 7 1 3
Supervision and management Seminars and training Team meetings Performance appraisals Strategic, Annual and Business Planning Annual Leave Public Holidays Concessionary Leave Sickness Monthly / Quarterly reports on Audit Maternity / Paternity leave Vacancies Admin / Reading / Elections External Audit Liaison Total Non-Chargeable Days	33 5 0 5 97 31 7 18 10 0 0 51 15 322	11 5 27 8 2 5 10	27 8 2 5	27 8 2 5	16 7 1 3