

APPENDIX A

WORK AGAINST PLAN TO 31st MARCH 2015

| | | | Planned days | Actual days | Reason for Variance |
|--|-------------------------|------------|-----------------|----------------|--|
| | Benefits | Governance | 15 | 27.2 | Part 13-14 and part 14-15 |
| | Cash and Bank | Governance | 10 | 3.3 | COMPLETED |
| | Council Tax | Governance | 10 | 12.5 | Part 13-14 and part 14-15 |
| | Creditors | Governance | 15 | 14 | COMPLETED |
| | Debtors | Governance | 15 | 15.3 | COMPLETED |
| | Housing Rents | Governance | 15 | 10.1 | |
| | Main Accounting | Governance | 10 | 8.3 | COMPLETED |
| | NNDR | Governance | 10 | 11.9 | |
| | Payroll | Governance | 10 | 10.6 | COMPLETED |
| | Treasury Management | Governance | 10 | 5.1 | COMPLETED |
| | IT | Governance | 4 | 4.6 | |
| | Theatres Reconciliation | Governance | 5 | 2.2 | COMPLETED |
| | Claims work | | 80 | 99.5 | COMPLETED - extra work requested by external auditor |
| | | | 209 | 224.6 | |

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|---|--|------------|-----------|--|
| Contingency | | 25 | 8.1 | |
| NFI | | 20 | 17 | |
| Special Investigations/advice | | 30 | 23.1 | |
| Follow ups re audits carried out in previous year | | 30 | 28.8 | |
| Consultancy | | 25 | | |
| | | 130 | 77 | |

| | | | | | |
|-----------------|----------------------------|-------------|-----------|-----------|---|
| REQUESTS | Shared Sports Facilities | Review | 10 | 4.8 | COMPLETED |
| | Rent Support Loans | Review | 10 | 1.7 | Asked to postpone due to Phase 2 |
| | Corporate Fraud | Consultancy | 10 | 3.9 | Some work undertaken on report for CMT New Corp Fraud team now to come under Internal Audit |
| | Daily Cash Reconciliations | Review | 5 | 3.1 | COMPLETED |
| | Waste | Review | 15 | | Carried forward to 15-16 |
| | Petty Cash | Review | 10 | 15 | COMPLETED |
| | | | 60 | 15 | |

Please turn
over

| | | | Planned days | Actual days | Reason for Variance |
|---------------------|--------------------------------------|--------------------|-----------------|----------------|--|
| MEDIUM RISK REVIEWS | Government Connect | IT | 10 | 15.9 | COMPLETED Brought 3-4 reviews together for the first time. |
| | Software Compliance | IT | 5 | 0.8 | } Carried forward to 15-16 plan |
| | Internet Controls | IT | 10 | | |
| | Change Controls | IT | 5 | 0.3 | |
| | Conference and Group Travel | Review | 10 | 14.7 | |
| | Tourist Information Centre | Review | 10 | 8.4 | COMPLETED |
| | Printing | Review/Consultancy | 20 | 8.2 | COMPLETED |
| | Members | Review | 15 | 14.3 | COMPLETED |
| | CHRIS | IT | 5 | 2.4 | } Carried forward to 15-16 plan |
| | Elections Computer System | IT | 5 | 2.2 | |
| | Homelessness/Temporary Accommodation | Review | 10 | 4.4 | |
| | BACAS Cemeteries Systems | IT | 5 | 4.2 | COMPLETED |
| | Customer Contact | Review | 10 | 1.6 | |
| | Pest control/Public Health Burial | Review | 10 | 11.3 | COMPLETED |
| | Open Spaces | Review | 15 | 16.7 | COMPLETED |
| | Licences | Review | 10 | 8.5 | |
| | Car Parking | Review | 10 | 12 | COMPLETED |
| | Planning System | IT | 10 | | Carried forward to 15-16 plan |
| | Risk Management | Review | 10 | 14.4 | COMPLETED |
| | | | 185 | 140.3 | |