

Southampton City Council

Internal Audit Plan 2013-14

Audit	Sponsor	Risk Rating	Days
Corporate cross cutting			
Partnership arrangements	Corporate Services	High	15
Workforce Management	Corporate Services	High	20
Information Governance	Corporate Services	High	20
Human Resources	Corporate Services	High	15
Procurement	Corporate Services	High	12
Contract Management	Corporate Services	High	20
Corporate property strategy (and asset management plan)	Corporate Services	High	15
Health and Safety	Corporate Services	High	15
Volunteers	Corporate Services	Medium	10
Business Continuity & Emergency Planning	Environment & Economy	High	15
Families Matter	People	High	12
Corporate governance			
Annual Governance Statement	Corporate Services	High	5
Precautions against fraud	Corporate Services	High	20
Reactive Fraud	Corporate Services	High	85
National Fraud Initiative	Corporate Services	High	30
Risk Management	Corporate Services	High	12
Effectiveness of the Role of Internal Audit	Corporate Services	High	3
Financial management			
Housing rent collection	People	High	12
Teachers Pensions - annual claim (TR17)	Corporate Services	High	10
Employers Pensions (teachers and LGPS)	Corporate Services	High	20
Income Collection and Transactions	Corporate Services	High	15
Accounts Payable	Corporate Services	Medium	12
Debt Management	Corporate Services	High	12
NNDR	Corporate Services	Medium	12
Payroll	Corporate Services	High	15
Housing Benefits (including Council Tax Reduction Scheme)	Corporate Services	High	15
IT			
Application support	Corporate Services	Medium	20
Change control	Corporate Services	Medium	15
Capacity planning & management	Corporate Services	Medium	15
IT disaster recovery	Corporate Services	High	15
More jobs for local people			
Grants to voluntary organisations	Environment & Economy	High	10
More local people who are well educated and skilled			
Across Schools Thematic Review 1 (payroll)	People	High	20
Across school thematic review 2 (pupil absence management)	People	Medium	20
Across school thematic review 2 (HR policy compliance)	People	High	20
General school reviews:	People	High	25
SFVS	People	High	8
School standards	People	Medium	15
Integrated Assessment of need / Management, redesign and centralisation of support services - Data and Performance	People	High	25

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A better and safer place in which to live and invest			
Highways	Environment & Economy	Medium	15
Itchen Bridge	Environment & Economy	High	12
Parking Services	Environment & Economy	Medium	12
Housing Operation Transformation	People	High	15
Neighbourhood wardens	People	Medium	12
Transformation of city services	Environment & Economy	High	20
European Funding	Environment & Economy	High	8
Support for the most vulnerable people and families			
Delivery of statutory functions - Family Centres and children centres	People	High	20
Delivery of statutory functions - designated officer role EDT/LADO	People	High	15
CONTINGENCY	People	High	110
Think Local, Act Personal - (Personalisation - support planning)	People	High	
Appointeeships	People	Medium	
Joint Commissioning	People	High	
PARIS	People	High	
Safeguarding	People	High	
Reablement	People	High	
Telecare (careline)	People	Medium	
Kentish Road	People	Medium	
Reducing health inequalities			
Public Health	People	Not rated	20
Miscellaneous Services			
PUSH	Corporate Services	Medium	6
Other Direct Audit Activity			
Annual Audit Report	-		3
Audit Charter	-		2
Operational Plan Preparation	-		12
Monitoring, Liaising & Reporting	-		18
External Audit Liaison	-		5
Audit Committee	-		10
Follow Up	-		15
Advice	-		15
Total days			1,000