

INTERNAL AUDIT SERVICES
2014/15 Audit Plan as at May 2015

Audit Activity	Last Audited	Potential Fraud Risk Testing	Priority	Est Days	Current Status / Planned for
Corporate Arrangements And Assurance Framework					
Corporate Governance Arrangements	Annual		N/A	10	Completed January 2015
Business and Service Planning and Risk Management: Assurance Mapping	2012/13		High	10	Substantially Complete
Information Management	2012/13		High	10	Completed May 2015
Managing Service Level Agreements	N/A		High	10	Completed May 2015
Key Financial Systems					
In House Systems					
Housing Rents	Annual	Yes	N/A	10	Completed May 2015
Systems Shared with Southend Council (SEH transactions included in testing therefore no days in this plan)					
Income Receipting and Banking	Annual	Yes	High	0	Draft report produced
Payroll	Annual	Yes	High	0	Completed May 2015
Accounts Payable (creditors)	Annual	Yes	High	0	Not relevant as still operating an in house system

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Risk Based Reviews					
Towards Excellence Objective: Ensure fair and equal access to excellent services for all residents and business customers					
IT Services and Applications	2010/11		Medium	10	Incorporated into the Information Management Audit
Towards Excellence Objective: Bring all homes to Decent Homes standard by 2013 and ensure maintenance meets residents' expectations					
No worked planned this year					
Towards Excellence Objective: Contribute to meeting local housing need and increasing supply of affordable housing locally					
Supported Housing - Hostels	2010/11		Medium	10	Completed January 2015
Allocations	2012/13	Yes	High	10	Completed May 2015
Towards Excellence Objective: Increase our local customer base to create a healthy, sustainable future for our business					
Atilius Governance: Non-Council Business Development and Management	2012/13	Yes	High	10	Completed Apr 2015
Towards Excellence Objective: Further develop our contribution to local neighbourhoods to improve residents' quality of life					
No worked planned this year					
Towards Excellence Objective: Promote environmental sustainability and minimise negative environmental impact					
No worked planned this year					

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Other Chargeable Time					
Recommendation follow up				10	
Planning				3	
Audit Committee				5	
Total Chargeable Audit Days				108	
Other Value Adding Work					
Work with the company to ensure compliance with the new CIPFA Guidance on the Role of the Audit Committee					Members skills and competency assessment criteria typed up and provided to the company.
Produce Audit Committee Self Assessment and Annual Report					Provided for May 2015 meeting
Provide Targeted Training Sessions for the Audit Committee where relevant					As required
Total Time on Other Adding Value Work				10	
Total Number of Days of Complete Service				118	