

Internal Audit Services
2015/16 Audit Plan as at 6 May 2016

Audit Activity	Last Audited	Fraud Risk	Priority	Est Days	Current Status / Planned for
Managing the Business					
Financial Planning and Management	2013/14		High	0	Postponed (refer Oct 2015 report)
Other Assurance and Governance Arrangements:	Annual		N/A	20	
• Safeguarding					Report issued May 2016
• Complaints					Report issued May 2016
Managing Service Delivery Risks					
Ensure fair and equal access to excellent services for all residents and business customers					
Income Management:	2013/14	Yes	Medium	10	Report issued May 2016
• Residential Leaseholder Management					
Supported Housing: Careline	2011/12		Medium	10	Report issued February 2016
Bring all homes to Decent Homes standard by 2013 and ensure maintenance meets residents' expectations					
Procurement and Contract Management	2013/14	Yes	High	10	Report issued May 2016
• Door Entry Service & Repair Contract					
Asset Management and Investment	2013/14		High	10	Work in progress
• Responsive Repairs Contract					
Contribute to meeting local housing need and increasing supply of affordable housing locally					
No worked planned this year					

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Increase our local customer base to create a healthy, sustainable future for our business					
Atilius Ltd	N/A	Yes	High	0	Deleted (refer Oct 2015 report)
Further develop our contribution to local neighbourhoods to improve residents' quality of life					
No worked planned this year					
Promote environmental sustainability and minimise negative environmental impact					
No worked planned this year					
Key Financial Systems					
In House Systems					
Housing Rents	Annual	Yes	N/A	8	Report issued May 2016
Treasury Management	2013/14	Yes	High	5	Report issued May 2016
Accounts Payable (creditors)	2013/14	Yes	High	8	Report issued February 2016
Systems Shared with Southend Council (SEH transactions included in testing therefore no days in this plan)					
Income Receipting and Banking	Annual	Yes	High	0	Refer May Quarterly Performance Report
Payroll	Annual	Yes	High	0	Refer May Quarterly Performance Report
Other Chargeable Time					
Following up previous reports:				10	
• Allocations					Report issued May 2016
• Information Management					Report issued May 2016

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Planning				3	
Audit Committee				5	
Total Chargeable Audit Plan Days				109	
Other Value Adding Work					
Work with the company to produce Audit Committee performance assessment and Annual Report.					Delivered May 2015
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				119	