

Priority / Theme Supported	AUDIT ACTIVITY	£'000	Last Audited	Outline budget 2010/11	Plan Changes	Current Status	Control Environment
AUDIT OPINION PROGRAMME OF WORK 2010/11							
ASSURANCE FRAMEWORK							
Theme 1	Manager Assurance Statements		Annual	15		Completed. Reported to the Audit Committee in June 2010	No opinion given
Theme 1	Corporate Assurance Framework & Risk Register		Annual	15		Work in progress	
BUSINESS HEALTH CHECKS							
Theme 1	Four Service Reviews (one budgeted for initially)		Annual	20			
PARTNERSHIPS							
	Local Strategic Partnership		N/A	0	10	Further work required later in the year re KSP governance arrangements report	
Priority 1	Safer / Stronger Communities Board		2009/10				
	# Drug & Alcohol Group		2009/10				
	# Other Groups						
	# Community Safety			15	0	Deleted as no longer a priority	
	# CCTV		2007/08	0	15	Added. The focus will be on compliance with new government guidelines	
Priority 5	Health & Well Being Partnership Board		2009/10				
	# Safeguarding Vulnerable Adults						
	# Supporting People Commissioning Body						
	# Learning Disability Partnership Board		2009/10				
	# Other Groups						
Priority 2	Children & Learning Partnership Board		2009/10				
	# Local Safeguarding Childrens Board - Serious Case Reviews			10		Terms of Reference produced. To be completed with partners	
	# Other groups						
Priority 6	Enterprise, Community and Environment Board		N/A				
	# Other groups						
	Total Place Initiatives (2 reviews)						
Priority 5	# Independent Living			15		Work in progress - see internal audit working group report	
	# Mental Health			0	15	Work in progress - see internal audit working group report	
	# Domestic Abuse			0	15	Work to start in October 2010- see internal audit working group report	
REGENERATION SCHEMES, CAPITAL PROGRAMME & PROJECTS							
<i>Management Arrangements</i>							
Priority 6	Regeneration Governance Arrangements - Renaissance Southend		N/A	15		Deleted as no longer a priority	
Theme 1	Arrangements for producing and monitoring the delivery of the capital programme - Programme Office		N/A	15		Work in progress	
Theme 1	External Funding / Grant Identification and Management		N/A	15		Work in progress	

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Theme 1	<i>Strategic Schools Capital Schemes</i>						
	# Belfairs - Building Schools for the Future	15.233m	2008/09				
	# New Primary School (Hinguar)	2.674m					
	# Chase Post 16 Block	5.467m					
	# Other Schools Schemes	13.989m					
	<i>Part Grant Funded Schemes</i>						
Priority 7	# Victoria Gateway - HCA Funded	5.183m					
Priority 7	# Cuckoo Corner DfT & SBC	4.200m					
Priority 7	# Progress Road - HCA funded	2.377m					
	<i>SBC Funded Strategic Schemes</i>						
Priority 8	# New Swimming Pool	4.199m					
Theme 1	# Accommodation Strategy	3.950m					
Priority 7	# Highways re Access to Airport	2.000m					
	<i>Section 106 / Section 38 Funding</i>						
Priority 7	# Fossets Farm Development (2011/12)	7.700m					
	<i>HRA Capital Schemes</i>						
Priority 7	# MRA & Decent Homes	19.277m					
	<i>Landmark / Strategic Schemes</i>						
	# Pier Head & Structure	3.000m					
Theme 1	Review of management arrangements for smaller schemes		N/A	0			
	ONE OFF OR CROSS CUTTING REVIEWS						
	<i>Delivering Excellence Programmes</i>						
Theme 1	Programme Management Arrangements		N/A	30		Terms of Reference being produced	
	# New Ways of Working						
	# Transformation						
	# Access To Services						
	# Employee Engagement						
Theme 1	<i>Agresso implementation</i>		N/A	0	12	Providing critical friend challenge throughout implementation	
Theme 1	KEY FINANCIAL SYSTEMS						
	Key Financials Planning Work		Annual	15			
	General Ledger		Annual	11			
	Accounts Receivable (debtors)		Annual	17			
	Accounts Payable (creditors including Market Place)		Annual	16			
	Payroll		Annual	15			
	Treasury Management		Annual	12			
	Income (cash & bank)		Annual	15			
	Council Tax		Annual	20			
	Non Domestic Rates		Annual	16			
	Housing Rents (days funded by South Essex Homes)		Annual	0			
	Housing Benefits		Annual	20			
						Systems work has been planned and is ready to start mid Sept 2010	

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	SCHOOLS						
Theme 1	Financial Management Standard 2010/11		Annual	102		This work has been planned. The audit of the first 8 schools will start on 7 Sept 2010	
	# Schools Balance Sheet Analysis			0	5	Added in to highlight potential issues for review during school visits. Work in progress	
Theme 1	Thematic Reviews:		Annual				
	# Procurement			15			
	# Service Level Agreements			0			
	PRO-ACTIVE ANTI FRAUD AND CORRUPTION WORK						
Theme 1	Service Pro-active Fraud incl. Cash Ups			20		Petty cash checks completed. Draft report being produced	
Theme 1	Data Warehouse			15			
	RECOMMENDATION FOLLOW UP						
Theme 1	Follow Up of Audit Recommendations		Annual	75		Completed each quarter	
	RISK BASED REVIEWS / CORPORATE PRIORITIES						
	SAFE: Continue to reduce crime, disorder and antisocial behaviour						
	See Partnership Section - Safer Communities Board						
	SAFE: Create a well maintained and attractive street scene, parks and open spaces						
	See Regeneration Schemes, Capital Programme and Projects Section						
	CLEAN: Minimise our impact on the natural environment						
	Sustainability incl.: - Climate Change - Energy Management - Sustainable Procurement		N/A	0			
	Highways Network		2007/08	15			
	Watching Brief - Contract Management and Partner Liaison		2008/09	5			
	HEALTHY: Continue to improve outcomes for vulnerable adults and older people						
	See Partnership Section - Health and Wellbeing Board and the Total Place Initiative						
	NHS Partnerships - Continuing / Intermediate / Integrated Care			20			
	HEALTHY: Make Southend active and alive with sport and culture						
	Making effective use of cultural / sport infrastructure in support of other corporate / LSP priorities (e.g. health and wellbeing, reduction of crime and disorder)			15			

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	PROSPEROUS: Continue to improve outcomes for vulnerable children						
	Review the effectiveness of integrated arrangements to deliver key priorities in relation to improving educational standards and aspirations			20			
	See Partnership Section - Children and Learning Partnership Board						
	PROSPEROUS: Enhance the prosperity of Southend and its residents						
	Economic Development Strategy			15			
	PROSPEROUS: Enable well planned quality housing and developments that meet the needs and expectations of all Southend's residents and businesses						
	Development Control			0			
	PROSPEROUS: Reducing the inequalities gap and increase the life chances of people living in Southend						
	Access to Services - See Cross Cutting Reviews: - Delivering Excellence Programme		2007/08	0			
	EXCELLENT: Become a higher performing organisation						
	Business Continuity incl. partners and contractors		2008/09	15		Terms of Reference being produced	
	Financial Planning and Management incl. budgetary control		2007/08	15		Work in progress	
	Human Resources - Redeployment / Talent Pool		2008/09	15		Terms of Reference being produced	
	Data Quality Spot Checks		2009/10	20			
	Procurement Spot Checks (smaller value purchases)		2009/10	10		Work in progress	
	Information Management		2007/08	0			
	Working with the Voluntary Sector through Grant Funding			15		Work in progress	
	Review the arrangements for generating and collecting income within Children and Learning			15			
	ET&E Business Processes			25			
	COMPUTER AUDIT: NETWORK BASED						
	Telecommunications		2005/06	15			
	Web Content Management		2006/07	10			
	COMPUTER AUDIT: SECURITY & CONTROL						
	Data backup and recovery		2005/06	15			
	COMPUTER AUDIT: APPLICATION SYSTEMS						
	Northgate		2006/07	10			
	Agresso implmentation			5			
	Asset Management Database			10			
	COMPUTER AUDIT: OTHER						
	Follow up of recommendations made			12			
	Risk assessment			6			

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	WORK CARRIED FORWARD FROM 2009/10						
	Finishing financial systems work					All carried forward work completed.	Various
	Other reviews			80			Various
	# Data Quality Spot Checks (3 indicators)					Two completed Feb 2010. One completed June 2010	
	# Building Control					Completed August 2010	Adequate
	# Criminal Records Bureau Checks					Work in progress	
	# IT Strategy Review					Completed September 2010	Adequate
	# Albany BACS Review					Completed July 2010	Good
	# Internal Audit Working Group: Governance Arrangements of Key Strategic Partnerships					Completed July 2010	
	# Financial Management Standard 2009/10					Complete June 2010	
	TOTAL DAYS TO SUPPORT THE AUDIT OPINION			932	57		
OTHER AUDIT WORK							
	SOUTHEND ASSOCIATION VOLUNTARY SERVICES (SAVS)						
	Free Annual Support		2009/10	15	0	Deleted as no longer a priority	
	CERTIFICATION WORK						
	LAA Stretch Target Performance Validation		2008/09	15			
	ContactPoint Annual Compliance Confirmation					Completed July 2010	Unqualified opinion given
	Stroke Care Grant				2.5	Completed Aug 2010	Unqualified opinion given
	East of England Development Agency Economic Participation Programme Grant				2	Completed by East of England Development Agency May 2010	Limited assurance opinion given
	TOTAL OTHER AUDIT DAYS			30	4.5		
CORPORATE SUPPORT							
	ANTI FRAUD & CORRUPTION & RIPA						
	Corporate Support Fraud & RIPA (excluding Head of Internal Audit input)			20			
	Audit Commission National Fraud Initiative			10		Finishing off 2008 NFI and setting up 2010 NFI	No opinion given
	Ad hoc investigations			20		See summary report	No opinion given
	TOTAL DAYS ON ANTI FRAUD & CORRUPTION WORK			50	0		

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SOUTH ESSEX HOMES							
	Three Year Service Level Agreement to 31 March 2011		Annual	116	0	2 reports completed Sept 2010	
						1 job is work in progress	
						2 Terms of Reference being produced	
	TOTAL OUTLINE BUDGET DAYS			1128	62		
	TOTAL CHANGES TO BUDGET			62			
	PLANNED AUDIT DAYS (as at Sept 2010)			1190			
	ORIGINAL PLANNED DAYS (as at March 2010)			1066			
	* Please note that following the Comprehensive Spending Review in October, the risk based elements of the plan will be reviewed and revised accordingly to the extent of available resource.						