APPENDIX C

Internal Audit Progress Report 16 July to 15 September 2009

PERFORMANCE AGAINST the 2009/10 AUDIT PLAN

15 September 2009

| ref | Audit | Risk | Qtr | Alloc- ated Days | Started | Draft Report issued | Final Report issued | Days Taken | stage | total <mark>over</mark> / under | comment |
|-------|---------------------------------------------------|------|-----|------------------------|----------|---------------------------|---------------------------|---------------|------------------|------------------------------------|----------------|
| cor01 | Partnerships | 3 | 1 | 10 | 08/06/09 | | | 2 | planning | 8 | |
| cor02 | Corporate Governance | 3 | 1 | 15 | 09/04/09 | | | 10 | testing | 5 | |
| cor03 | Performance Management | 2 | 1 | 10 | 13/05/09 | 18/07/09 | 04/09/09 | 22 | final | 12 | new audit area |
| cor04 | Information Management | 4 | 2 | 15 | 14/07/09 | | | 1 | planning | 14 | |
| cor05 | Corporate Budget setting to qtr3 | 3 | 3 | 15 | 22/07/09 | | | 1 | planning | 14 | |
| cor06 | Budget Monitoring & Reporting to qtr4 | 3 | 4 | 10 | | | | | | | |
| cor07 | Corporate Income including Cash Income to qtr2 | 4 | 2 | 15 | 01/09/09 | | | 2 | planning | 13 | |
| cor08 | Contracts & Procurement | 4 | 3 | 15 | | | | | | | |
| cor09 | Corporate Reconciliations | 3 | 3 | 10 | | | | | | | |
| cor10 | Grants to qtr2 | 2 | 2 | 10 | 22/07/09 | | | 1 | planning | 9 | |
| cor11 | Asset Management | 3 | 4 | 10 | | | | | | | |
| cor12 | IT audit | 2 | 4 | 10 | | | | | | | |
| ref | Audit | Risk | Qtr | Alloc- ated Days | Started | Draft Report issued | Final Report issued | Days Taken | stage | total <mark>over</mark> / under | comment |
| op01 | Enforcement | 3 | 1 | 12 | 02/04/09 | 22/06/09 | 31/07/09 | 21 | final | 9 | new audit area |
| op02 | Trade Waste | 3 | 1 | 10 | 24/06/09 | 01/09/09 | | 15 | interim draft | 5 | new audit area |
| op03 | Homelessness | 2 | 1 | 12 | 23/06/09 | 04/08/09 | 06/08/09 | 10 | final | 2 | |
| op04 | Emergency planning | 2 | 1 | 10 | 16/07/09 | 17/08/09 | | 10 | draft | 0 | |
| op05 | Community Development | 1 | 1 | 10 | 15/05/09 | 11/06/09 | 18/08/09 | 14 | final | 4 | new audit area |
| op06 | House sales | 1 | 1 | 10 | 16/06/09 | 19/08/09 | | 4 | draft | 6 | |

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| ref | Audit | Risk | Qtr | Alloc- ated Days | Started | Draft | Final | Days Taken | stage | total <mark>over</mark> / under | comment |
|------|------------------------------------------|----------------------|-----|------------------------|----------|----------|------------------------|---------------|----------|------------------------------------|---------|
| ор07 | Development Control and Planning Fees | 4 | 2 | 20 | 27/07/09 | | | 3 | planning | 17 | |
| op08 | Creditors & VAT | 4 | 2 | 15 | 21/07/09 | | | 5 | planning | 10 | |
| op09 | Housing allocations | 2 | 2 | 15 | 13/08/09 | 14/09/09 | | 9 | draft | 6 | |
| op10 | Utility Payments & Energy Efficiency | 2 | 2 | 10 | 14/07/09 | | | 8 | testing | 2 | |
| op11 | Street cleaning | 1 | 2 | 12 | 13/08/09 | | | 1 | planning | 11 | |
| op12 | Rents | 4 | 3 | 15 | | | | | | | |
| op13 | Housing benefits | 4 | 3 | 15 | | | | | | | |
| op14 | Business rates | 4 | 3 | 12 | | | | | | | |
| op15 | Council tax | 4 | 3 | 12 | | | | | | | |
| op16 | Revenues Recovery | 4 | 3 | 12 | | | | | | | |
| op17 | Car parks | 2 | 3 | 5 | 08/04/09 | | | 2 | planning | 3 | |
| op18 | HR & Payroll | 4 | 4 | 20 | | | | | | | |
| op19 | Treasury management | 4 | 4 | 10 | | | | | | | |
| op20 | Customer Service Centre | 3 | 4 | 12 | | | | | | | |
| op21 | Housing Contract Services | 3 | 4 | 10 | | | | | | | |
| op22 | Public Health | 3 | 4 | 10 | | | | | | | |
| op23 | Building Control Service and Fees | 2 | 4 | 10 | | | | | | | |
| | | Total days allocated | | 424 | | | Total days taken | 141 | | | |