

DURHAM COUNTY COUNCIL - EMERGENT INTERNAL AUDIT PLAN 2015/2016

Audit Title	Service Grouping	Service	Audit Type	No. Days	Link to Council Plan
Business Continuity Planning	Assistant Chief Executive	Policy and Communications	Key System	10	Altogether Better Council
Data Quality Framework	Assistant Chief Executive	Planning and Performance	Assurance	15	Altogether Better Council
Data Protection	Assistant Chief Executive	Planning and Performance	Assurance	20	Altogether Better Council
Freedom of Information	Assistant Chief Executive	Planning and Performance	Assurance	10	Altogether Better Council
Information Governance Group	Assistant Chief Executive	Planning and Performance	Advice & Consultancy	2	Altogether Better Council
Area Action Partnerships (AAPs) - Performance Management Framework	Assistant Chief Executive	Partnerships and Community Engagement	Assurance	10	Altogether Better Council
Community Engagement (Consultation Strategy)	Assistant Chief Executive	Partnerships and Community Engagement	Advice & Consultancy	5	Altogether Better Council
Partnership Governance Framework	Assistant Chief Executive	Partnerships and Community Engagement	Key System	5	Altogether Better Council
Community Buildings Funding (Part 3)	Assistant Chief Executive	Partnerships and Community Engagement	Advice & Consultancy	2	Altogether Better Council
Continuing Health Care / S117 Payments	Children and Adult Services	Adult Care	Assurance	20	Altogether Healthier
Integration of Financial Services Team within Revenues and Benefits	Children and Adult Services	Commissioning	Advice & Consultancy	10	Altogether Better Council
Personalisation / Direct Payments	Children and Adult Services	Commissioning	Advice & Consultancy	15	Altogether Better Council
Procurement	Children and Adult Services	Commissioning	Assurance	15	Altogether Better Council
Transport (People 2 Review)	Children and Adult Services	Commissioning	Advice & Consultancy	10	Altogether Better Council
Commissioning of Drug and Alcohol Services	Children and Adult Services	Commissioning	Assurance	15	Altogether Healthier
Stronger Families Programme	Children and Adult Services	Children's Services	Grant Certification	8	Altogether Better for Children and Young People
Secure Services - Aycliffe Secure Unit	Children and Adult Services	Children's Services / Planning and Service Strategy	Key System	10	Altogether Better Council
School Improvement Services - Brokerage of External Providers	Children and Adult Services	Education Services	Assurance	10	Altogether Better for Children and Young People
Adult Learning Service - Collection of Fees	Children and Adult Services	Education Services	Assurance	15	Altogether Better for Children and Young People
Careers Service (Review deferred from 2014/15)	Children and Adult Services	Education Services	Assurance	10	Altogether Better for Children and Young People
Education and Business Link (Review deferred from 2014/15)	Children and Adult Services	Education Services	Assurance	10	Altogether Better for Children and Young People
Improving Progression 14-19	Children and Adult Services	Education Services	Assurance	15	Altogether Better for Children and Young People
Schools Audit Programme	Children and Adult Services	Education Services	Assurance	250	Altogether Better for Children and Young People
POPPIE System Review	Children and Adult Services	Planning and Service Strategy	Assurance	10	Altogether Better Council
SSID System Review	Children and Adult Services	Planning and Service Strategy	Assurance	10	Altogether Better Council
County Durham Wellbeing for Life Services (DCRS System)	Children and Adult Services	Planning and Service Strategy	Assurance	20	Altogether Better Council
Petty Cash and Imprest Accounts	Children and Adult Services	Planning and Service Strategy	Key System	10	Altogether Better Council
E Market Place	Children and Adult Services	Planning and Service Strategy	Advice & Consultancy	5	Altogether Better Council
Short and Long Term Care (SALT)	Children and Adult Services	Planning and Service Strategy	Assurance	10	Altogether Better Council
SevenHills	Neighbourhood Services	Culture & Sport	Assurance	15	Altogether Better Council
Stanley Bowls	Neighbourhood Services	Culture & Sport	Advice & Consultancy	5	Altogether Better Council
CLUK Income Share Agreement	Neighbourhood Services	Culture & Sport	Assurance	5	Altogether Better Council
Spennymoor Leisure Centre	Neighbourhood Services	Culture & Sport	Assurance	10	Altogether Better Council
Newton Aycliffe Leisure Centre	Neighbourhood Services	Culture & Sport	Assurance	10	Altogether Better Council
Killhope Museum	Neighbourhood Services	Culture & Sport	Assurance	15	Altogether Better Council
Locomotion Museum	Neighbourhood Services	Culture & Sport	Assurance	15	Altogether Better Council
Gala Theatre – Cinema Operator Procurement	Neighbourhood Services	Culture & Sport	Advice & Consultancy	10	Altogether Better Council
County Durham Sport	Neighbourhood Services	Culture & Sport	Grant Certification	5	Altogether Better Council
QMS (Monitoring Visit)	Neighbourhood Services	Direct Services	Advice & Consultancy	5	Altogether Better Council
Property Help Desk - Schools and Public Building Maintenance	Neighbourhood Services	Direct Services	Assurance	10	Altogether Better Council
Fleet Management - Follow Up	Neighbourhood Services	Direct Services	Assurance	15	Altogether Better Council
Use of Fuel Cards	Neighbourhood Services	Direct Services	Assurance	5	Altogether Better Council
Safer Communities / Anti-Social Behaviour Teams	Neighbourhood Services	Direct Services	Assurance	10	Altogether Safer
Bereavement Services - Durham Central Crematorium	Neighbourhood Services	Direct Services	Assurance	19	Altogether Better Council
Bereavement Services - Mountsett Crematorium (Joint Committee)	Neighbourhood Services	Direct Services	Assurance	19	Altogether Better Council
Clean and Green - Complaints Handling	Neighbourhood Services	Direct Services	Assurance	10	Altogether Better Council
Livin Housing Association Contract - Follow Up	Neighbourhood Services	Direct Services	Assurance	10	Altogether Better Council
Markets	Neighbourhood Services	Environment, Health and Consumer Protection	Assurance	15	Altogether Better Council
Review of Miscellaneous Registrations	Neighbourhood Services	Environment, Health and Consumer Protection	Assurance	10	Altogether Better Council
Weights and Measures - Approved Body Status	Neighbourhood Services	Environment, Health and Consumer Protection	Assurance	5	Altogether Better Council
Food Safety	Neighbourhood Services	Environment, Health and Consumer Protection	Assurance	5	Altogether Healthier
Pest Control and Accumulations - Joint Working Protocol	Neighbourhood Services	Environment, Health and Consumer Protection	Assurance	10	Altogether Healthier
Works in Default	Neighbourhood Services	Environment, Health and Consumer Protection	Assurance	10	Altogether Healthier

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TEEP	Neighbourhood Services	Projects and Business Services	Advice & Consultancy	5	Altogether Greener
Environmental Compliance	Neighbourhood Services	Projects and Business Services	Advice & Consultancy	10	Altogether Greener
Fly Tipping	Neighbourhood Services	Projects and Business Services	Assurance	10	Altogether Greener
Sickness Absence Management	Neighbourhood Services	Projects and Business Services	Assurance	10	Altogether Better Council
Stores Management - On site disposal of surplus materials	Neighbourhood Services	Technical Services / Direct Services	Assurance	15	Altogether Better Council
Carbon Reduction Commitment	Regeneration and Economic Development	Planning and Assets	Assurance	10	Altogether Green
Community Infrastructure Levy	Regeneration and Economic Development	Planning and Assets	Advice & Consultancy	2	Altogether Wealthier
EU Structural Funds Programme	Regeneration and Economic Development	Strategy, Programmes and Performance	Assurance	10	Altogether Better Council
Payroll	Regeneration and Economic Development	Strategy, Programmes and Performance	Key System	15	Altogether Better Council
Creditors	Regeneration and Economic Development	Strategy, Programmes and Performance	Key System	15	Altogether Better Council
Debtors	Regeneration and Economic Development	Strategy, Programmes and Performance	Key System	15	Altogether Better Council
Cash Collection	Regeneration and Economic Development	Strategy, Programmes and Performance	Key System	15	Altogether Better Council
Park and Ride	Regeneration and Economic Development	Transport and Contract Services	Assurance	10	Altogether Safer Council
Telecare Services & Care Connect	Regeneration and Economic Development	Transport and Contract Services	Assurance	10	Altogether Safer Council
CCTV	Regeneration and Economic Development	Transport and Contract Services	Assurance	5	Altogether Safer Council
Mentoring Project	Regeneration and Economic Development	Economic Development and Housing	Assurance	10	Altogether Wealthier
Durham Employment and Skills	Regeneration and Economic Development	Economic Development and Housing	Assurance	10	Altogether Wealthier
International Relations	Regeneration and Economic Development	Economic Development and Housing	Assurance	10	Altogether Wealthier
West Rainton and Leamside CA	Regeneration and Economic Development	Economic Development and Housing	Advice & Consultancy	5	Altogether Wealthier
Business Durham	Regeneration and Economic Development	Economic Development and Housing	Assurance	20	Altogether Wealthier
Private Sector Housing (Selective Licensing)	Regeneration and Economic Development	Economic Development and Housing	Assurance	10	Altogether Wealthier
Gypsy, Roma, Traveller Sites	Regeneration and Economic Development	Economic Development and Housing	Assurance	10	Altogether Wealthier
Flexi Scheme	Resources	Human Resources and Organisational Development	Assurance	15	Altogether Better Council
Recruitment & Selection Policy	Resources	Human Resources and Organisational Development	Assurance	15	Altogether Better Council
Flexible Working - Variations to Contracts	Resources	Human Resources and Organisational Development	Assurance	15	Altogether Better Council
Appraisals	Resources	Human Resources and Organisational Development	Assurance	10	Altogether Better Council
Attendance Management Framework	Resources	Human Resources and Organisational Development	Assurance	15	Altogether Better Council
Violent Persons Register	Resources	Human Resources and Organisational Development	Assurance	10	Altogether Better Council
Occupational Health	Resources	Human Resources and Organisational Development	Assurance	10	Altogether Better Council
Payroll	Resources	Human Resources and Organisational Development	Key System	15	Altogether Better Council
Taxation - PAYE	Resources	Human Resources and Organisational Development	Assurance	10	Altogether Better Council
Committee Services (incl. Modern.gov)	Resources	Legal and Democratic Services	Assurance	7	Altogether Better Council
Member Declarations of Interest	Resources	Legal and Democratic Services	Assurance	15	Altogether Better Council
Officer Scheme of Delegation	Resources	Legal and Democratic Services	Assurance	15	Altogether Better Council
Newco	Resources	Legal and Democratic Services	Assurance	10	Altogether Better Council
RIPA	Resources	Legal and Democratic Services	Advice & Consultancy	2	Altogether Better Council
General Ledger	Resources	Corporate Finance	Assurance	10	Altogether Better Council
MTFP	Resources	Corporate Finance	Assurance	10	Altogether Better Council
Capital Accounting	Resources	Corporate Finance	Assurance	10	Altogether Better Council
Journal Transfers	Resources	Corporate Finance	Assurance	5	Altogether Better Council
Bank Reconciliation	Resources	Corporate Finance	Assurance	5	Altogether Better Council
Direct Debit Payments	Resources	Corporate Finance	Assurance	7	Altogether Better Council
Treasury Management	Resources	Corporate Finance	Assurance	10	Altogether Better Council
Teachers Pension Fund (2015/16 = Follow Up)	Resources	Corporate Finance	Assurance	2	Altogether Better Council
Bank Contract	Resources	Corporate Finance	Advice & Consultancy	2	Altogether Better Council
Leases	Resources	Corporate Finance	Assurance	10	Altogether Better Council
Procurement (areas of focus to determine)	Resources	Corporate Finance	Assurance	60	Altogether Better Council
Oracle Project Group	Resources	Corporate Finance	Advice & Consultancy	2	Altogether Better Council
Budgetary Control (lighter touch)	Resources	Financial Services	Assurance	10	Altogether Better Council
Revs and Bens Reconciliations	Resources	Financial Services	Assurance	10	Altogether Better Council
Creditor Payments	Resources	Financial Services	Key System	15	Altogether Better Council
Business Rates	Resources	Financial Services	Key System	40	Altogether Better Council

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HB, CTR and Welfare Assistance Scheme	Resources	Financial Services	Key System	50	Altogether Better Council
Council Tax	Resources	Financial Services	Key System	40	Altogether Better Council
Cash Collection	Resources	Financial Services	Key System	15	Altogether Better Council
Debtors	Resources	Financial Services	Key System	15	Altogether Better Council
Financial arrangements re Health Visitors / Family Practitioners Transfer	Resources	Financial Services	Advice & Consultancy	10	Altogether Better Council
Better Care Fund: Sn 256	Resources	Financial Services	Advice & Consultancy	10	Altogether Better Council
Counter Fraud Arrangements	Resources	Internal Audit, Risk and Fraud	Key System	10	Altogether Better Council
Confidential Reporting Code	Resources	Internal Audit, Risk and Fraud	Assurance	10	Altogether Better Council
ICT Business Continuity Plan	Resources	Information and Communication Technology	Assurance	10	Altogether Better Council
Design and Print Service	Resources	Information and Communication Technology	Assurance	10	Altogether Better Council
Data Management	Resources	Information and Communication Technology	Assurance	10	Altogether Better Council
Information Security	Resources	Information and Communication Technology	Assurance	20	Altogether Better Council
Unix	Resources	Information and Communication Technology	Assurance	10	Altogether Better Council
Windows	Resources	Information and Communication Technology	Assurance	10	Altogether Better Council
Active Directory	Resources	Information and Communication Technology	Advice & Consultancy	5	Altogether Better Council
Internet	Resources	Information and Communication Technology	Assurance	10	Altogether Better Council
Income/expenditure arrangements	Resources	Information and Communication Technology	Assurance	10	Altogether Better Council