

## Internal Audit Plan 2024/25

No.	Audit Review	Review Type	Scope	Risk Score (min 7 max 21)	Timing
<b>Key Financial</b>					
1	Accounts Payable	Key Financial	Cyclical review of key financial system	19	Q4
2	Accounts Receivable	Key Financial	Cyclical review of key financial system	18	Q4
3	Council Tax	Key Financial	Cyclical review of key financial system	19	Q3
4	General Ledger	Key Financial	Cyclical review of key financial system	18	Q4
5	HB & CTRS	Key Financial	Cyclical review of key financial system	19	Q4
6	NNDR	Key Financial	Cyclical review of key financial system	19	Q3-Q4
7	Payroll	Key Financial	Cyclical review of key financial system	21	Q3
8	Treasury Management	Key Financial	Cyclical review of key financial system	18	Q4
<b>Development &amp; Corporate Landlord</b>					
9	Contract Management	Audit	Assurance over the contract management controls within service teams, especially at the start/end of agreements.	18	Q2
10	Salix Grant Funding	Audit	To review the effectiveness of controls in obtaining and using Salix grant funding.	16	Q2
11	Arts Centres Action Plan Performance	Advisory	To provide advisory support to the team in monitoring action plans at Beacon and Cornerstone.	17	Q2
12	UKSPF and REPF Government Returns	Advisory	To review the UKSPF and REPF government returns and supporting information.	10	As needed
<b>Planning</b>					
13	Development Management	Audit	Assurance over the major and minor planning applications process, including performance monitoring (i.e. extensions of time, PAS/Peer Review action plan).	18	Q3
14	Building Control	Audit	Assurance over the statutory building control approval service, including regulatory compliance.	15	Q3-Q4

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15	Biodiversity Net Gain Government Returns	Advisory	To review the BNG government returns and supporting information.	11	As needed
<b>Housing &amp; Environment</b>					
16	Housing Compliance	Audit	Assurance over the housing system and rent collection arrangements along with compliance to legislation.	18	Q2
17	Disabled Facility Grants	Audit	To ensure grant applications are processed consistently and fairly, and in line with a spending strategy.	13	Q2-Q3
18	Waste - Open Book Contract Management	Advisory	To provide advisory support to the working group.	15	As needed
19	Waste Depot	Advisory	To provide advisory support to the project manager.	17	As needed
<b>Finance</b>					
20	Capital Projects	Audit	To review controls, processes, and procedures for managing capital projects.	15	Q2
21	S106 Developer Contributions	Audit	Assurance over the administration, monitoring, and utilisation of S106 contributions.	17	Q1
<b>Corporate Services and Partnerships</b>					
22	5Cs Contract Exit - IT Programme	Audit	Assurance over the IT programme of work in relation to the 5Cs exit.	17	Q3
<b>Policy &amp; Programmes</b>					
23	Migration Programme	Audit	Assurance over financial management, grant scheme monitoring, and government return submissions.	16	Q2
24	Idox Implementation	Advisory	To provide advisory support to the Idox programme board.	15	As needed
25	Transformation Programme Board	Advisory	To provide advisory support to the transformation programme board.	15	As needed
				<b>Total days</b>	<b>322</b>