

Standards & Audit Committee

Draft 3 month Internal Audit Plan 2015/16

Date: 17th March 2015

3 month Draft Plan 2015/16

This Draft 3 month Internal Audit Plan has been developed to provide Thurrock Council with assurance that the Internal Audit Team will continue to deliver a service during the period when it is being brought back in-house.

| Auditable Area | Coverage | Audit Basis | Proposed Timing | Days |
|---|---|--------------------|------------------------|-------------|
| Contracts Procedures | Procurement of contracts is in compliance with legislation and the Council's Constitution. The awarding of contracts is backed up by appropriate documentation and evidence. | Assurance | May/June | 30 |
| School Visits | Cyclical school visits programme to review financial management arrangements. | System | On-going | 25 |
| Direct Payments | To review the assessment, monitoring and reporting processes to ensure payment are only being used for appropriate expenditure and outcomes are being achieved. | Assurance | Mid April | 10 |
| Risk Management | A maturity review to consider the approach to risk appetite and identifying controls and assurances on key risks. | Advisory | April | 10 |
| Car Parking Service | Follow up of the in-service review to determine implementation status of recommendations as requested by senior management. | Follow up | May/June | 4 |
| Highways and Environment Service | Follow up of the in-service review to determine implementation status of recommendations as requested by senior management. | Follow up | May/June | 10 |
| Housing Benefits | <ul style="list-style-type: none"> • Processes and procedures • Processing of forms • Entitlement checks • Reconciliation • Year-end balancing | System | April | 18 |
| Extra Care Follow up | Review to follow up on the report issued in 2014/15. | Follow up | April | 3 |