

INTERNAL AUDIT PLAN 2011/2012**From 4th April 2011 to 30th March 2012****Section 151 Assurance**

	FULL YEAR TOTAL PLANNED	Appendix C FULL YEAR TOTAL UNDERTAKEN
Cash and Bank Reconciliation	40	49
Council Tax	20	29
Creditors	20	54
Debtors	15	3
Housing Benefit	30	15
Housing Rent	30	20
Income	10	6
Main Accounting System	15	8
NNDR	20	24
Payroll	45	45
Risk Management	10	0
Taxation	5	0
Treasury Management	5	2

Sub Total	265	255
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Governance/VFM

Physical	175	184
Financial	88	72
People and Partners	105	143

Sub Total	368	399
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Fraud

Detection	85	109
Investigation	95	138
Prevention	40	18

Sub Total	220	265
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Front Line Services

Place	85	88
People	405	473

Sub Total	490	561
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TOTAL CHARGEABLE DAYS	1,343	1,480
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TOTAL DAYS NOT CHARGED	723	557
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TOTAL WORKING DAYS	2,066	2,037
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NON-RECHARGEABLE

<i>Audit Management and Admin</i>	227	159
<i>Leave</i>	408	389
<i>Training</i>	40	9
<i>Sickness absence</i>	48	0

TOTAL NON-RECHARGEABLE DAYS	723	557
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TOTAL WORKING DAYS	2,066	2,037
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