

AUDIT GROUP	REASONS	POTENTIAL AUDIT AREAS
Systems Activity (S.151 Officer Responsibilities)	<p>Review the design / operation of key systems so that s151 officer can make his statement included in the Annual Accounts, on the reliability of the supporting financial systems.</p> <p>The fundamental systems (critical to the operation of the council) are reviewed annually; others reviewed dependent on risk.</p>	<ul style="list-style-type: none"> • Main Financial Systems • Payroll • Accounts Payable (including Ordering / Receiving / Payments and Purchasing Cards) • Billing, Debtors and Debt Recovery • Housing and Council Tax Benefits • Council Tax and Business Rates • Cash / Banking • Budgetary Control (Revenue and Capital) • IT Control Environment • Treasury Management • Asset Management and Registers • Fixed Asset Accounting
Strategic Risks	Audit testing of the effectiveness of controls designed to mitigate identified risks.	<ul style="list-style-type: none"> • Key strategic risks not identified separately in other work strings. For example this could be around Economic Well Being, the Growth Agenda or ALMO's)
Annual Governance Statement	Each year the Council is obliged to issue a statement on the effectiveness of its governance arrangements. In particular it is expected to assess its arrangements against the six principles of good governance as recommended by CIPFA / SOLACE.	<ul style="list-style-type: none"> • AGS (implementation of previous; and arrangements for production of) • Review of the Effectiveness of IA • Corporate Governance • Partnerships and Governance • Ethical Standards • Fraud Awareness / Anti Fraud Culture • Performance Management and Data Quality • Key elements from the CAA (for example Risk Management, Business Continuity, Workforce Planning, Equalities) • Assurance Framework
Directorate Review	Reviews covering each delivery contract. Based on the controls in place to mitigate key risks rather than an assessment of the contract.	<ul style="list-style-type: none"> • Risk based reviews. For example, Public Protection, Legal Services, Highways Transport, Children and Young Peoples Plan
Schools	Cyclical schools audits to ensure they are following correct financial procedures and council policies	<ul style="list-style-type: none"> • Financial Management Standards in Schools
Contract Audit / Project Management	Dependent on risk, sample review of projects to ensure governance arrangements followed and contracts provide vfm	<ul style="list-style-type: none"> • Use of Councils Project Register and Contracts Database to establish areas of activity
Grant Certification	Provision of certification on grant claims to government departments.	<ul style="list-style-type: none"> • Departments should coordinate spend etc through project/grant life and provide appropriate evidence for IA to verify and approve claims. For example, LPSA.
Corporate Support	Ad hoc duties outside the audit areas	<ul style="list-style-type: none"> • Time set aside to cover new developments, advice and consultancy, support to the CAA and UoR process, Audit Committee support, and liaison with External Audit

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