

## Draft Detailed Provisional Programme of Work for 2011/12

Audit Area	Source	Planned days 2011/12	Planned days 2010/11	Difference = + or -
<b>A – CHARGEABLE AND PRODUCTIVE</b>				
<b>Core Financial Systems</b>				
Budgetary Control & Strategy	Risk assessment score 56	11	0	11
Benefits	Risk assessment score 66	12	15	-3
Asset Management	Risk assessment score 40	11	0	11
Creditors	Risk assessment score 40	7	12	-5
Cash, General Ledger & Bank Reconciliations	Risk assessment score 47	11	0	11
NDR	Risk assessment score 61	10	15	-5
Debtors	Risk assessment score 45	7	12	-5
Treasury Management	Risk assessment score 44	7	5	2
Council Tax	Risk assessment score 61	10	15	-5
				12
<b>Corporate Audits</b>				
Governance inc Procurement & WETT Programme	Risk assessment score 55	10	15	-5
Ctee Reporting Alignment BDC & RBC	Discussion HoS / Director	10	0	10
Strategic Alliance of BDC & RBC	Discussion HoS / Director	15	0	15
ICT inc. project auditing	Risk assessment score 64	15	15	0
Shared Services	Risk assessment score 63	15	0	15
Regulatory Service/Environmental Health	Risk assessment score 44	15	0	15
				50
<b>Other Systems Audits</b>				
Waste Collection	Risk assessment score 57 & HoS	10	15	-5
Garage & Workshop	Risk assessment score 52 & HoS	0	0	0
Cemeteries and Crematorium	Risk assessment score 51 & HoS	0	0	0
s106's	Risk assessment score 52 & HoS	10	0	10
Events	Risk assessment score 54 & HoS	0	0	0
Arts Development	Discussion HoS / Director	10	0	10
Risk Management	Discussion HoS / Director	40	80	-40
Completion of Prior Year's work	N/A	15	44	-29
Fraud and Special Investigations	N/A	0	0	0
Action Tracker / Follow Up	(to be included in reviews & risk management for 2011/12)	0	20	-20
Advisory / Consultancy	N/A	8	14	-6
Climate Change	Discussion HoS / Director	12	0	12
BURT Bromsgrove Dial a Ride	Discussion HoS / Director	0	0	0
				-68
<i>Audit Review* bal. figure for 2010/11 for audits not included in 2011/12 programme</i>		0	72	-72
<b>TOTAL PRODUCTIVE (A ONLY)</b>	<b>271 63%</b>	<b>271</b>	<b>349</b>	<b>-78</b>
<b>B – CHARGEABLE AND NON-PRODUCTIVE</b>				
Audit Management Meetings	N/A	15	48	-14
Corporate Meetings / Reading	N/A	5		
Annual Plans and Reports	N/A	8		
Audit Committee support	N/A	6		
<b>TOTAL CHARGEABLE AND NON-PRODUCTIVE (B)</b>	<b>34 8%</b>	<b>34</b>		
<b>TOTAL CHARGEABLE (A + B)</b>		<b>305</b>	<b>397</b>	<b>-92</b>
<b>C – NON-CHARGEABLE AND NON-PRODUCTIVE</b>				
Annual leave	N/A	48	82	-9
Statutory leave	N/A	15		
Sickness	N/A	10	30	-14
Other leave	N/A	13		
Training	N/A	3		
General administration	N/A	20	46	-13
General management	N/A	8		
Attendance at general meetings	N/A	5		
WAISS projects	N/A	3	0	3
<b>TOTAL NON-CHARGEABLE (C ONLY)</b>	<b>125 29%</b>	<b>125</b>	<b>158</b>	<b>-33</b>
<b>TOTAL NON-PRODUCTIVE (B + C)</b>	<b>37%</b>	<b>159</b>	<b>206</b>	<b>-47</b>

TOTAL (A + B + C)	430	100%	430	555	-125
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