

INTERNAL AUDIT PLAN 2018/19										
2018/19	% Plan Completion to Date	90.4%			% Target March 2019					90.0%
Job No	Departments	Days Planned	Pre-Audit Meeting	Terms of Reference Issued	Commenced	Field Work Complete	Draft Report Issued	Final Report Issued	Days to Date	Status
	Chief Executive									
1118001	Annual Governance Statement	11	*	N/A	*	*	*	*	11.0	Complete
1118002	PMP Function - Recruitment / Safer Recruitment DBS	8	*	*	*	*	*	*	8.0	Complete
1118003	Ethics	15	*	*	*	*	*	*	11.3	Field Work Complete
1118004	Performance Management - Gosod Syml	8	*	*	*	*	*	*	8.0	Complete
1118005	Whistleblowing	5	*	*	*	*	*	*	4.5	Draft Report Issued
1118006	Financial Management Other - Rent Smart Wales	5	*	*	*	*	*	*	5.0	Complete
	Total Audit Days for Department	52					91.8%		47.75	
	Information & Communications Audit									
2118001	Computer Assisted Audit Testing(CAATs)	25	*	*	*	*	*	*	25.0	Complete
2118002	Resource Link	10	*	*	*	*	*	*	10.0	Complete
2118003	Agresso	5	*	*	*	*	*	*	5.0	Complete
2118004	Pensions	6	*	*	*	*	*	*	6.0	Complete
2118005	Revenues/ Benefits / DIPS	8	*	*	*	*	*	*	8.0	Complete
2118006	Education & Children Services Systems	10	*	*	*	*	*	*	9.0	Draft Report Issued
2118007	Communities Systems	15	*	*	*	*	N/A	N/A	15.0	Complete
2118008	Environment Systems	15	*	*	*	*	*	*	15.0	Complete
2118009	IT Procurement	10	*	*	*	*	*	*	10.0	Complete
2118010	Cloud Computing	10	*	*	*	*	*	*	0.0	Commenced
2118011	Collaborative Working	10	*	*	*	*	*	*	7.5	Field Work Complete
2118012	Digital Transformation / Agile Working / Information	20	*	*	*	*	*	*	20.0	Complete
2118013	Financial Management Other	6	*	*	*	*	N/A	N/A	6.0	Complete
	Total Days Computer Audits	150					91.0%		136.5	
	Regeneration & Policy									
3118001	Customer Services	10	*	*	*	*	*	*	10.0	Complete
3118002	Press Office / Communication	10	*	*	*	*	*	*	0.0	Pre Audit Meeting
3118003	Modern Records	10	*	*	*	*	*	*	10.0	Complete
3118004	Property & Estate Management	15	*	*	*	*	*	*	13.5	Draft Report Issued
3118005	New Funding Programmes (eg ESI)	10	*	*	*	*	*	*	10.0	Complete
3118006	City Deal	10	*	*	*	*	*	*	10.0	Complete
3118007	Wellness Centre	10	*	*	*	*	*	*	10.0	Complete
3118008	Corporate Plan / Business Plans	10	*	*	*	*	*	*	10.0	Complete
3118009	Regeneration Strand 1	10	*	*	*	*	*	*	10.0	Complete
3118010	Regeneration Strand 2	8	*	*	*	*	*	*	8.0	Complete
3118011	Regeneration Strand 3	8	*	*	*	*	*	*	8.0	Complete
3118012	Regeneration Strand 4	10	*	*	*	*	*	*	10.0	Complete
3118013	Complaints	10	*	*	*	*	*	*	10.0	Complete
3118014	Data Protection	10	*	*	*	*	*	*	0.0	Commenced
3118015	Financial Management Other	5	*	*	*	*	*	*	4.5	Draft Report Issued
	Grants									
3118016	R&P Third Party Grants	10	*	*	*	*	*	*	10.0	Complete
	Total Audit Days for Department	156					85.9%		134.0	
	Education & Children									
	School Improvement									
4118001	ERW inc arrangements for EIG & PDG	10	*	*	*	*	*	*	10.0	Complete
	Education Services									
4118002	Challenge Advisors	10	*	*	*	*	*	*	0.0	Commenced
4118003	School Improvement	10	*	*	*	*	*	*	0.0	Commenced
	Strategic Development									
4118004	Information & Improvement	10	*	*	*	*	*	*	10.0	Complete
4118005	Business Support	10	*	*	*	*	*	*	10.0	Complete
	Curriculum & Well being									
4118006	Education Other Than At School (EOTAS)	5	N/A	N/A	N/A	N/A	N/A	N/A	5.0	Complete
4118007	Families First Grant (Youth)	5	N/A	N/A	N/A	N/A	N/A	N/A	5.0	Complete
4118008	School Consultants	10	*	*	*	*	*	*	0.0	Commenced
4118009	Learning Transformation - eg Cynnydd, Cam Nesa	10	*	*	*	*	*	*	0.0	Commenced
	Children's Services									
4118010	Corporate Parenting	10	*	*	*	*	*	*	10.0	Complete
4118011	Family Support	5	*	*	*	*	*	*	5.0	Complete
4118012	Safeguarding	10	*	*	*	*	*	*	9.0	Draft Report Issued
4118013	Financial Management Other	5	N/A	N/A	*	*	*	*	5.0	Complete
	Schools:									
4118014	Schools DBS	5	*	*	*	*	*	*	5.0	Complete
4118015	Schools Recruitment & Teachers salaries	10	*	*	*	*	*	*	10.0	Complete
4118016	Schools - Monitoring deficits & surpluses	10	*	*	*	*	*	*	0.0	Commenced
4118017	School Meals, Free Meals & Primary Free Breakfast Services	10	*	*	*	*	*	*	10.0	Complete
4118018	Schools Questionnaires Q1	8	N/A	N/A	*	*	N/A	N/A	8.0	Complete
4118033	Schools Questionnaires Q2	6	N/A	N/A	*	*	N/A	N/A	6.0	Complete
4118034	Schools Questionnaires Q3	8	N/A	N/A	*	*	N/A	N/A	8.0	Complete
4118035	Schools Questionnaires Q4	8	N/A	N/A	*	*	N/A	N/A	8.0	Complete
4118019	School visits Q1	8	N/A	N/A	*	*	*	*	8.0	Complete
4118036	School visits Q2	6	N/A	N/A	*	*	*	*	6.0	Complete
4118037	School visits Q3	8	N/A	N/A	*	*	*	*	8.0	Complete
4118038	School visits Q4	8	N/A	N/A	*	*	*	*	7.2	Draft Report Issued
	Grants									
4118020	Post 16	8	N/A	N/A	*	*	*	*	8.0	Complete

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Policy & Development Departmental:										
7118011	Management Systems - Total	10	*	*	*	*	*	*	10.0	Complete
7118012	Financial Management Other	5	*	*	*	*	N/A	N/A	5.0	Complete
Grants										
7118013	Environment Departmental Grants	20	*	*	*	*	N/A	NA	20.0	Complete
Total Audit Days for Department		143				% Complete to Date		95.5%	136.5	
Procurement / Contracts										
8118001	Framework contracts	15	*	*	*	*	*	*	15.0	Complete
8118002	Specific Projects (new and post contact review)	20	*	*	*	*	*	*	20.0	Complete
8118003	Departmental Contract Management	20	*	*	*	*	*	*	15.0	Field Work Complete
8118004	Community Benefits	10	*	*	*	*	*	*	9.0	Draft Report Issued
8118005	Category Management	10	*	*	*	*	*	*	10.0	Complete
8118006	Financial Management Other	5	*	*	*	*	*	*	5.0	Complete
Total Audit Days for Department		80				% Complete to Date		92.5%	74	
Total Approved Plan Days		1240	% Complete to Date			90.4%			1120.9	
Fire										
9118001	CAATS	5	*	*	*	*	*	*	5.0	Complete
9118002	Cloud Computing	5	*	*	*	*	*	*	5.0	Complete
9118003	Payroll - CORE	3	*	*	*	*	*	*	3.0	Complete
9118004	HR - Terian	2	*	*	*	*	*	*	2.0	Complete
9218001	Main Accounting	5	*	*	*	*	*	*	5.0	Complete
9218002	Budget Monitoring & Budget Manual Compliance	5	*	*	*	*	*	*	5.0	Complete
9218003	VAT	5	*	*	*	*	*	*	5.0	Complete
9218004	Fixed Asset Register & Capital Accounting	12	*	*	*	*	*	*	12.0	Complete
9218005	Treasury Management - Loans	6	*	*	*	*	*	*	6.0	Complete
9218006	Payroll System	8	*	*	*	*	*	*	8.0	Complete
9218007	Creditor Payments	5	*	*	*	*	*	*	5.0	Complete
9218008	Travel & Subsistence System	8	*	*	*	*	*	*	8.0	Complete
9218009	Annual Report	1	*	*	*	*	*	*	0.0	Commenced
9218010	Follow up	5	*	*	*	*	*	*	0.0	Commenced
9218011	Transport - Tranman	10	*	*	*	*	*	*	0.0	Pre Audit Meeting
9218012	Stores	10	*	*	*	*	*	*	0.0	Pre Audit Meeting
Total Audit Days for Department		95				% Complete to Date		72.6%	69.0	
Additional Work Not Included in Original Plan										
2118014	Ceredigion IT	15	*	*	*	*	*	*	15.0	Complete
1118007	Ceredigion Ethics	15	*	*	*	*	*	*	15.0	Complete
5118014	Wales Pension Partnership	8	*	N/A	*	*	*	*	8.0	Complete
9018032	Financial Grant	10	*	*	*	*	*	*	10.0	Complete
Total Additional Work		143				% Complete to Date		81.8%	117.0	
Total Audit Plan Time		1383	% Complete to Date			89.5%			1237.9	
Productivity of Total Audit Plan Days as a Percentage of Approved Plan Days							99.8%			