

Code	Description/ Audit title	Total Days		Brief Scope/Description
	<b>Maximum Days</b>	<b>3432</b>	<b>100%</b>	
E99.0002	Annual Leave	397		
E99.0003	Bank Holidays	98		
E99.0004	Sickness	68		
E99.0005	Medical Absence			
E99.0006	Other Leave			
	<b>Total Unavailable Working Days</b>	<b>563</b>		
	<b>Available Working Days</b>	<b>2869</b>	<b>84%</b>	<b>of Maximum Days</b>
	<b>Training</b>			
E99.0013	Professional Training	59		CIPFA - 37/AAT - 22
E99.0014	Other Training	75		
	<b>Training - Total</b>	<b>134</b>		
	<b>Management &amp; Administration</b>			
E99.0007	A&RM SMT	46		
E99.0008	Team Management	119		
E99.0015	Administration	158		
	<b>Management &amp; Administration - Total</b>	<b>323</b>		
	<b>Service Development</b>			
E99.0009	Recruitment			
E99.0010	Performance Management			
E99.0011	Galileo			
E99.0012	Development			
E00.0022	Audit Planning			
	<b>Service Development</b>	<b>100</b>		Not yet allocated.
	<b>Non Chargeable Sub Total</b>	<b>557</b>		
	<b>Chargeable Days</b>	<b>2312</b>	<b>81%</b>	<b>of Available Working Days</b>
	<b>Corporate Work</b>			
NEW	Corporate Management	30		
E00.0003	External Audit Liaison	30		
E00.0016	Governance & Constitution Committee	40		

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	<b>Corporate Work - Total</b>	100		
	<b>Available Audit Days</b>	<b>2212</b>	<b>77%</b>	<b>of Available Working Days</b>
	<b>Supporting Corporate Governance</b>			
NEW	Code of Corporate Governance	30		Establish arrangements for production
NEW	Annual Governance Statement	30		Establish arrangements for production
NEW	CAA Use of Resources	40		Co-ordination? Internal Control element
	<b>Corporate Governance - Total</b>	<b>100</b>	<b>5%</b>	<b>of Available Audit Days</b>
	<b>Core Financial and Fundamental Systems</b>			
NEW	Main Accounting	15		Document/flowchart system/walkthrough tests
NEW	Assets	20		Disaggregation/opening balances etc.
NEW	Loans/Investments	15		Document/flowchart system/walkthrough tests
NEW	Council Tax	30		Document/flowchart system/walkthrough tests
NEW	Business Rates	30		Document/flowchart system/walkthrough tests
NEW	Housing Benefits	30		Document/flowchart system/walkthrough tests
NEW	Debt Management	20		Establish arrangements
NEW	Payroll	20		Document/flowchart system/walkthrough tests
NEW	Procure to Pay	20		Document/flowchart system/walkthrough tests
E11.0007	Revenues & Benefits	30		Review implementation of new system - per ICT plan
		230		
	<b>Joint Projects/Work with CWaC</b>			
W11.0019	Procure to Pay - Problem Transactions	15		Days are East element only.
	<b>Transitional Arrangements</b>	<b>200</b>		
E11.0001	Income			
E11.0002	Assets and Inventories			
E14.0001	Human Resources			
E15.0001	ICT Transitional			
E19.0001	Partnering Arrangements			
E21.0001	Procurement			
E05.0002	Car Parking (Income)			

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	<b>Core Financial and Fundamental Systems Total</b>	<b>445</b>	<b>20%</b>	<b>of Available Audit Days</b>
	<b>Key Service &amp; Departmental Systems</b>			
	<b>People Directorate</b>			
	<b>Children &amp; Families</b>			
NEW	LSC Funding 14-19	10		Advice on control environment on major area of
NEW	Extended Services	15		Sample of schools - governance/compliance
NEW	Payments to foster parents/adopters	10		Systems Audit
NEW	Section 17 Funding	5		Research alternative funding sources
NEW	Aiming High for Disabled Children	5		Review of Commissioning
NEW	Grant Funding	15		Off Balance Sheet funding/Quality Assurance
E02.0001	ContactPoint	12		New system - national requirements
E09.0001	Gorsey Bank Primary School	12		
	<b>Adults</b>			
NEW	Social Care Redesign	40		Awaiting detail from Service
NEW	Pooled Budget	10		Accounting/how managed/budget pooled between
E01.0001	ShareCare	15		As per ICT Plan
E03.0001	East Domestic Abuse Unit imprest account	5		
	<b>Health &amp; Wellbeing</b>			Meeting with Well Being SMT
E18.0001	Target Income - Nantwich Civic Hall Bar			Contingency
E18.0002	Target Income - Victoria Community Centre Bar			Contingency
E18.0003	Target Income - Nantwich Civic Hall Catering			Contingency
E18.0004	Target Income - Crewe Pool Resale			Contingency
E18.0005	Target Income - Victoria Community Centre Catering			Contingency
E18.0006	Target Income - Lyceum Theatre Refreshments			Contingency
E18.0007	Macclesfield Leisure Centre	10		Assurance around cash income
E18.0008	Crewe Pool	10		
E18.0009	Congleton Leisure Centre	10		
	Malkins Bank			Contingency

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	<b>Transformation</b>			
NEW	PARIS	7		Per ICT Audit Plan
NEW	Resource Allocation System	10		Internal challenge on costing etc.
	<b>People Total</b>	201		
	<b>Places Directorate</b>			
NEW	Carbon Footprint	20		
NEW	Places Risk Register	5		
	<b>Environmental Services</b>			
NEW	Depot Rationalisation	20		
	<b>Safer &amp; Stronger Communities</b>			
	<b>Planning &amp; Policy</b>			
	<b>Regeneration</b>			
NEW	Integrated Transport Unit	15		
E24.0001	Crewe Green Link Road Scheme	18		Audit support for S151 sign off - DFT requirement.
	Other Key Areas in Places	120		Will include planning, car parking, waste, income
	<b>Places Total</b>	178		
	<b>Performance &amp; Capacity</b>			
	<b>HR &amp; Organisational Development</b>			Meeting planned with DMT.
	<b>Policy &amp; Performance</b>			
E19.0008	National Indicators	20		
NEW	Blue Badges	5		Fraud area/forms/capturing internal data
	<b>Borough Treasurer &amp; Head of Assets</b>			
	<b>Finance</b>			
E11.0003	Scheme of Financial Delegation	20		
E11.0004	Finance & Contract Procedure Rules	20		
NEW	Shared Services - Back Office	15		
NEW	Cash Receipting	10		
NEW	Grant Payments	10		
NEW	VAT Accounting	10		
NEW	Data Migration	15		

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NEW	Opening Balance Sheet	15		
	<b>ICT</b>			
E15.0002	ICT BCP - Flu Pandemic	11		Per ICT Plan
E15.0003	ICT Security - Liaison & Advice	6		Per ICT Plan
NEW	ICT Shared Services	20		Per ICT Plan
E11.0006	CAATS Evaluation	6		Per ICT Plan
NEW	Government Connect	10		Per ICT Plan
NEW	ICT Security Policy & Acceptable Use Guidelines	5		Per ICT Plan
NEW	ICT Strategy	5		Per ICT Plan
NEW	Information Management - new strategy	12		Per ICT Plan
NEW	ICT Business Continuity Planning			Per ICT Plan - Medium
NEW	ICT Partnerships			Per ICT Plan - Medium
NEW	Flexible and Mobile Working			Per ICT Plan - Medium
NEW	Risk Assessment for ICT Plan			Per ICT Plan - Medium
NEW	Security of data taken off-site			Per ICT Plan - Medium
NEW	Interfaces to Oracle			Per ICT Plan - Medium
	<b>Procurement</b>			
NEW	Tendering & Contracting System	10		Advice on control issues with new system
NEW	Procurement Compliance	20		Compliance with F&CPRs
	<b>Assets</b>			Still need to meet with HoS
	<b>Borough Solicitor</b>			
	<b>Legal Services</b>			
NEW	Council Deeds/important documents	5		
NEW	Online Payment of fees to HMLR/HMCS	5		
	<b>Democratic Services</b>			
E07.0001	Members Allowances	10		
E07.0001	European Elections	1		
E07.0001	Registration Services	15		
	<b>Performance &amp; Capacity Total</b>	281		
	<b>Cross Directorate</b>			

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NEW	Shared Services - Overall Governance	20		
NEW	Service Delivery Planning/Risk Management	20		
NEW	Income Maximisation/Efficiency	30		
NEW	Project Management	15		
E23.0001	Support to Business Continuity & Risk Management	30		
	<b>Cross Directorate Total</b>	115		
	Balance			
	<b>Key Service &amp; Departmental Systems Total</b>	<b>775</b>	35%	
	<b>Counter Fraud</b>			
NEW	Anti Fraud & Corruption Policy	10		Raising awareness
NEW	Codes of Conduct - Members/Officers	10		How disseminated? Signed?
NEW	Whistle Blowing	10		Raising awareness
NEW	Declarations of Interest	10		Bringing cultures together/consistent
E07.0004	Gifts & Hospitality	5		Awareness etc.
NEW	Anti Money Laundering	5		
NEW	Use/Development of IDEA	25		Per ICT Plan
E00.0001	NFI	100		
	<b>Old Codes</b>			
E00.0004	Anti Fraud and Corruption Strategy - rewrite and promotion			
E00.0005	Investigations Procedure - rewrite and promotion			
E00.0006	Local Authority Liaison			
E00.0007	Whistleblowing Protocols and Mechanisms			
E00.0008	General Investigations and Advice - Places			
E00.0009	Individual Strategy and Review of Investigations - Places			
E00.0010	General Investigations and Advice - People			
E00.0011	Individual Strategy and Review of Investigations - People			
E00.0014	Declarations of Interest			
E00.0015	Residual Investigations			
E00.0017	General Investigations and Advice - P & C			
E00.0018	Individual Strategy and Review of Investigations - P & C			

Code	Description/ Audit title	Total Days		Brief Scope/Description
	<b>Responsive Work</b>	165		
E00.0012	Crewe Leisure Centre Investigation			
E00.0013	Ex-CCC Trading Standards Investigaton			
E00.0025	Nicholas House - ICT Investigation			
E00.0026	Crewe Pool - Investigation			
	<b>Counter Fraud Total</b>	<b>340</b>	15%	
	<b>Value For Money Reviews</b>			
E11.0005	Charging in Cheshire East	30		
	Other - To be allocated (including fuel usage)	70		
	<b>Value For Money Reviews - Total</b>	<b>100</b>	5%	
	<b>Responsive Work</b>			
	<b>Consultancy &amp; Advice</b>			
E19.0002	Directorate Liaison - People	60		
E19.0003	Directorate Liaison - Places	50		
E19.0004	Directorate Liaison - HR & Organisational Development	20		
E19.0005	Directorate Liaison - Policy & Performance	40		
E19.0006	Directorate Liaison - Borough Treasurer & Head of Assets	60		
E19.0007	Directorate Liaison - Borough Solicitor	20		
		250		
	<b>Contingency</b>	130		
	<b>Responsive Work Total</b>	<b>380</b>	17%	of Available Audit Days
	<b>Follow Up</b>			
E00.0002	LGR Risk Bulletins - Completion			
E00.0019	Residual Crewe & Nantwich audit work			
E00.0020	Residual Macclesfield audit work			
E00.0021	Macclesfield Borough Council - Renovation Grants			
E00.0023	Residual Congleton Borough Council audit work			
E00.0024	Completion of CCC Community Services work			

Code	Description/ Audit title	Total Days		Brief Scope/Description
E05.0001	Mitie Engineering (Completion of CCC audit)			
	Residual issues from predecessor authorities	36		
	Follow up of key issues identified during year	36		
	<b>Follow up Total</b>	<b>72</b>	<b>3%</b>	<b>of Available Audit Days</b>
	<b>TOTAL AUDIT DAYS</b>	<b>2212</b>		