

DEPARTMENT: CORPORATE BODY INCL CRD			2004/2005	2005/2006	2006/2007
AUDITABLE AREA (By Division)	Risk	Type	YEAR 1 (Days)	YEAR 2 (Days)	YEAR 3 (Days)
CBOSS - Implementation General	H	Advice	*	*	
CBOSS - Contract Management	H	Systems		*	*
CBOSS - Accounts Payable/Procurement	H	Systems	*	*	*
CBOSS - HR/Payroll	H	Systems	*	*	*
CBOSS - General Ledger	H	Systems	*	*	*
Capital (Review of Sample of Capital Projects)	H	Systems	*	*	*
CBOSS - Accounts Receivable	H	Systems	*	*	*
CBOSS - Pensions	H	Systems	*	*	*
General Ledger - Year End Reconciliations 03/04	H	Regularity	*		
Budgetary Control	M	Systems	*	*	*
Budgetary Control Self Assessment	M	Systems	*		
CPA Financial Management	M	Systems	*	*	*
Treasury Management	M	Systems	*	*	*
Insurance - Follow Up	M	Systems	*		
Risk Management	M	Systems	*	*	*
Pension Fund - Insurance Arrangements	M	Systems		*	*
Pension Fund - External Control Assurance	M	Systems	*	*	*
Pension Fund - Investments FAS	M	Systems	*	*	*
CRD Property - Framework Agreements (Design & Maintenance)	M	Systems		*	*
Anti Fraud & Corruption	M	Systems	*		
Planned Maintenance - Programme Management	M	Systems	*	*	*
Disposal of Land and Property	L	Systems		*	*
Procurement Steering Group	L	Advice	*	*	*
CRD Annual Report	N/A	Management	*	*	*
Annual Assurance Statement	N/A	Management	*	*	*
Liaison/Strategic Planning	N/A	Management	*	*	*
Advice	N/A	Advice	*	*	*
Grand Total (CORPORATE BODY INCL CRD)			443.0	*	*

DEPARTMENT: ICT			2004/2005	2005/2006	2006/2007
AUDITABLE AREA (By Division)	Risk	Type	YEAR 1 (Days)	YEAR 2 (Days)	YEAR 3 (Days)
Corp ESCC Website Management & Control	H	System	*		
Corp Web Enabled Transaction Systems (Payment Controls)	H	System	*	*	*
Corp ESCC Intranet	H	System		*	*
Corp Internet & email Controls	M	System	*		
Corp Server Centre	M	System	*		
Corp Corporate ICT Security Policies	M	Advice	*	*	*
CExec Electronic Documents Storage Requirements (EDSR)	H	Advice		*	
CExec Flexible Working	H	System		*	*
CRD CBOSS Implementation General	H	Advice	*		
CRD CBOSS - SAP Security:Access Management and Controls	H	System	*	*	*
CRD CBOSS - SAP Enquiry, Extraction and Audit	H	System	*		
CRD CBOSS - SAP Resilience and Recovery	H	System		*	
CRD CBOSS - Legacy to SAP data transfer & User Acceptance	H	Regularity	*		
CRD CBOSS - Pensions	M	System	*		
CRD CBOSS - BACSTEL Operations under ITNet	H	System	*		
CRD ITNet ICT Maintenance and Change Control Operations	M	System		*	
CRD Treasury Management (MTS) (access & control)	M	System		*	
CRD Assyst Asset Management System (h/w&s/w control)	M	System			*
E&L Education MIS database & constituent parts	M	System		*	*
E&L Identification Referral & Tracking record (IRT)	H	System	*	*	
E&L ICT provision & control in outlying offices	M	System	*		
E&L L. F. M Formula Integrity	M	System	*		
E&L Peoples Network	M	System	*		
E&L Library Computer System	M	System		*	
S.S AEGIS System Replacement	H	System		*	*
S.S Supporting People Project	M	Advice		*	*
S.S CareFirst	M	System		*	
S.S NHSNet operational security requirements	H	System		*	*
S.S Scanning & Storage of Client Records and ESCR Advice	H	Advice	*		
T&E Street Works Manager	M	System			*
T&E Integrated Job Control Replacement	H	System	*	*	
T&E Passenger Transport	M	System		*	*
Corp Risk Management	N/A	Advice	*	*	*
Corp National Fraud Initiative - Submission of Data/Reporting to AC	N/A	Regularity	*	*	*
Corp National Fraud Initiative - Response to Other Authority Enquiries	N/A	Regularity	*	*	*
Auditor support/assistance to audit work	N/A	Advice	*	*	*
Liaison/Strategic Planning	N/A	Management	*	*	*
Advice to departments	N/A	Advice	*	*	*
Grand Total (ICT Audit)			260.0	*	*

DEPARTMENT: Education and Libraries			2004/2005	2005/2006	2006/2007
AUDITABLE AREAS	Risk	Type	YEAR 1 (Days)	YEAR 2 (Days)	YEAR 3 (Days)
<u>Education Central</u>					
PFI Arrangements	H	Systems	*	*	*
Contracts Management - Catering	M	Systems		*	
Early Years & Child Care/Playlink	M	Systems	*	*	
School Improvement Service Cfbt - Contract Arrangements	M	Systems	*		*
Standards Fund Grants / Government Grants	M	Systems		*	*
Contracts Management - Joint Use Facilities	M	Systems			*
Services To Schools - Recharges	M	Systems		*	*
Agency Placement - Recoupment	M	Systems		*	*
Youth Service	M	Regularity		*	*
Contracts Management - Grounds Maintenance	M	Systems		*	*
Student Awards	L	Systems		*	
Free School Meals	L	Systems		*	
Contracts Management - Building Cleaning	L	Systems		*	*
Imprest Account Central	L	Regularity		*	
Youth Service - Grants to Voluntary Bodies	L	Systems		*	*
Travel & Subsistence	L	Systems		*	
<u>Education Schools</u>					
CBOSS implementation in Schools	H	Advice	*	*	*
Financial Management/Budgetary Control/ L Deficits (T Review)	H	Systems	*	*	*
Schools - External Funding/Grants (Themed Review-Follow Up)	H	Systems	*	*	*
Schools - Procurement - (Themed Review- Follow Up)	M	Systems		*	
Effective Management of Schools - (Themed Review)	M	Systems		*	
Schools - Catering Income (Themed Review)	M	Systems	*		*
Schools - Financial Self Assessments	M	Regularity	*	*	*
Schools - Development Plans & Best Value (Themed Review)	M	Systems		*	*
Teachers Perform Related Pay (Themed Review- Follow Up)	M	Systems		*	*
Schools - Secondary (5 @ 51.8)	M	Regularity	*	*	*
Schools - Primary (20 @22.2)	M	Regularity	*	*	*
Schools - Special (3 @ 22.2)	M	Regularity	*	*	*
Schools - Follow Up	M	Regularity	*	*	*
Schools - External Payments to Heads (Themed Review)	M	Systems	*		
Schools - Sickness/Absences (Themed Review- Follow Up)	M	Systems		*	
6th Form Funding - Learning Skills Council	M	Regularity	*		
Schools - Schools Finance Handbook Updates	N/A	Advice	*	*	*
Governor Training	N/A	Advice	*	*	*
Schools - Revision of Schools Risk Analysis Database	N/A	Management	*	*	*
<u>Libraries & Community Learning</u>					
Music Service	H	Systems	*	*	*
Libraries - Financial self assessments	M	Regularity	*	*	*
Libraries - Book Fund Ordering and Budgetary Control	M	Systems	*	*	
Art & Museum Service	M	Systems		*	*
Adult Education	M	Regularity		*	*
Libraries - Stock Control	L	Systems		*	
School Library Service	L	Systems		*	*
Libraries - Income Controls & Debt Management	L	Systems			*
Mobile Library Income and Stock Controls	L	Systems			*
Support for the Arts	L	Systems		*	
Community Learning Centres	L	Regularity			*
Sports and Recreation Facilities	L	Regularity		*	
Annual Report	N/A	Management	*	*	*
Liaison/Strategic Planning	N/A	Management	*	*	*
Advice	N/A	Advice	*	*	*
Grand Total (Education)			394.0	*	*

DEPARTMENT: Social Services			2004/2005	2005/2006	2006/2007
AUDITABLE AREA (By Division)	Risk	Type	YEAR 1 (Days)	YEAR 2 (Days)	YEAR 3 (Days)
AEGIS Replacement	H	Systems	*	*	
Private Finance Initiative (Older People's Service)	H	Advice	*	*	*
Integrated Community Equipment Service (ICES)	H	Systems	*	*	
Pooled Budget Arrangements	H	Systems	*	*	*
Devolved Budgets (Accountability)	H	Systems	*	*	*
Budget Management	H	Systems		*	*
Supporting People - Contract Management & Follow Up	H	Systems	*		*
Integrated Service Provision (Mental Health Services)	M	Systems	*		*
Joint Commissioning Arrangements (Mental Health Services)	M	Systems	*	*	
Fundamental Accounting Systems- AEGIS	M	Systems	*	*	*
Carepay (Foster Parent Payment System)	M	Systems	*		*
Secil Trust	M	Regularity	*		
Client Contributions (Joint Visiting Teams)	M	Systems	*		*
Automated Financial Assessments	M	Advice		*	*
Automated Contracts (E-Purchasing)	M	Advice		*	*
Children's Trusts	M	Systems		*	
Direct Payments - Children and Adults	M	Systems	*	*	*
Home Care Block Contract Arrangements (Follow Up)	M	Systems	*	*	*
Overtime Claims/Additional Payments (Follow Up)	M	Systems	*		
Delayed Discharges (Follow Up)	M	Systems	*	*	*
Free Nursing Care	M	Systems	*		*
HomeCare Service (Management of time / travel)	M	Systems	*	*	
Debt Management (Health Recharges)	M	Systems	*		
Voucher Scheme (Follow Up)	M	Systems	*	*	*
Asylum Seeker Payments (Follow Up)	M	Regularity	*		*
Appointeeships	M	Systems	*		*
Major Adaptation Works	M	Systems	*		*
Community Partnership Finance	M	Systems	*	*	
TR - Use of Sessional Workers	L	Systems		*	
Self Assessment Audit Programme (Establishments)	L	Regularity	*	*	*
Client Database (Carefirst)	L	Systems		*	*
Adoption (Follow Up)	L	Systems	*		
Document Retention / Scanning	L	Systems		*	*
Annual Report	N/A	Management	*	*	*
Liaison/Strategic Planning	N/A	Management	*	*	*
Advice	N/A	Advice	*	*	*
Grand Total (Social Services)			300.0	*	*

DEPARTMENT: CHIEF EXECUTIVE'S			2004/2005	2005/2006	2006/2007
AUDITABLE AREA (By Division)	Risk	Type	YEAR 1 (Days)	YEAR 2 (Days)	YEAR 3 (Days)
External Funding/Grants - Follow Up	M	Systems	*		*
Corporate Performance Indicators	M	Systems	*	*	*
Area Investment Frameworks	M	Systems	*	*	
Global Grants Intermediary	M	Systems	*	*	
Corporate Governance	M	Systems	*	*	*
Code of Conduct for Employees	M	Systems		*	
Freedom of Information Act	M	Systems	*	*	
Appointment of Counsel - follow up	L	Systems	*		
Review of Disciplinary Procedures	L	Systems	*		
Flexible Working Arrangements	L	Systems		*	
Early Retirement	L	Systems		*	*
Lease Car Scheme	L	Systems			*
Honorariums	L	Systems		*	
Chief Executive's Annual Report	N/A	Management	*	*	*
Liaison/Strategic Planning	N/A	Management	*	*	*
Advice	N/A	Advice	*	*	*
Grand Total (Chief Executive's)			125.0	*	*

DEPARTMENT: Transport and Environment			2004/2005	2005/2006	2006/2007
AUDITABLE AREA (By Division)	Risk	Type	YEAR 1 (Days)	YEAR 2 (Days)	YEAR 3 (Days)
IWSMC - Reconciliation of Payments	H	System	*	*	
IWSMC - Joint Working Arrangements	H	System		*	*
IWSMC - Contract Management/Monitoring	H	System		*	*
IWSMC - Performance Monitoring/PIs	H	System			*
IWSMC - Collection & Disposal Data Collection Systems	H	System		*	*
IWSMC - Advice/Support/Meetings	H	Advice	*	*	*
Waste Management - Internal Controls Follow Up	H	System	*		
Renewal of Outsourced Contracts - Financial Modelling/Self Certification	H	System		*	*
Renewal of Outsourced Contracts - Contract Specification Review	M	System	*		
Renewal of Outsourced Contracts - Advice/Support/Meetings	M	Advice	*	*	
Contract Audit - Road Maintenance	M	System	*	*	
Passenger Transport - Home to School Transport	M	System	*	*	
Passenger Transport - 03/04 Review Follow Up	M	System	*		
Local Transport Plan	M	System		*	*
Waste Management - Ongoing Support/Advice	M	Advice	*		
Bentley (Disposal/Exit Arrangements)	M	Regularity	*		
Woodland Enterprises	L	Regularity	*		
Sussex Downs Conservation Board - Probity Audit	L	Regularity	*	*	*
Parking Schemes	L	System	*		
Street Lighting	L	System		*	*
T&E Annual Report	N/A	Management	*	*	*
Liaison/Strategic Planning	N/A	Management	*	*	*
Advice	N/A	Advice	*	*	*
Grand Total (Transport and Environment)			175.0	*	*