

**INTERNAL AUDIT PLAN 2024/25 - as at 04 July 2024**

2024/25 % Plan Completion to Date 12%

Job No	Departments	Days Planned	Pre-Audit Meeting	Terms of Reference Issued	Commenced	Field Work Complete	Draft Report Issued	Complete / Final Report Issued	Actual Days	Assurance Rating / Engagement Type
<b>Fundamental Audits</b>										
1124001	Creditor Payments	30								
1124002	Debtors	20	*	*	*					
1124003	Deputyships - Communities	20	*	*	*					
1124004	Expenditure	30	*	*	*					
1124005	NNDR	20								
1124006	Payroll System	30								
1124007	Travel & Subsistence System	20								
<b>Corporate Review Work</b>										
2124001	CCC Companies Governance	20								
2124002	Contract Management	20								
2124003	Procurement	20	*	*	*					
2124004	Safeguarding	20	*	*						
2124005	Staffing Matters	20								
<b>Corporate Governance Assurance</b>										
3124001	Complaints	25								
3124002	Corporate Governance Arrangements	20								
3124003	Net Zero Carbon	20								
3124004	Performance Management/Wellbeing of Future Generations Act	20								
3124005	Whistleblowing	20								
3124006	Workforce Planning	20								
<b>Counter Fraud</b>										
4124001	Fraud Prevention, Detection and Investigation	40	/	/	*					
4124002	Proactive Fraud Testing	20	/	/	*					
<b>Grants &amp; Certification</b>										
5124001	Burry Port Harbour	10								
5124002	Children & Communities Grant	20								
5124003	Communities for Work +	10	*	*	*					
5124004	Enable Grant	10	*	*	*					
5124005	Housing Support Grant - Homelessness	12								
5124006	Housing Support Grant - Rent Smart Wales	10								
5124007	Housing Support Grant - Supporting People	13								
5124008	Housing Support Grant - Regional Development Coordinator	5								
5124009	Local Authority Education Grant	25	*	*	*					
5124010	Other Grants (where assurance is required for sign-off)	20								
5124011	Post 16 Grant	10								
5124012	RCSIG - Education Improvement Grant	20	*	*	*					

5124013	Trust Funds - Arbour Stephens	5	*	*	*						
5124014	Trust Funds - Dyfed Welsh Church Fund	5	*	*	*						
5124015	Trust Funds - Minnie Morgan	5	*	*	*						
5124016	Trust Funds - Oriol Myrddin	5	*	*	*						
5124017	Turnaround Grant	10	*	*	*						
5124018	Wales Pension Partnership	5	*	*	*	*	*	*	5	Accounts Return	
5124019	Youth Justice Grant	10	*	*	*						
<b>Chief Executive's Department (not incl IT)</b>											
6124001	Civil Registrations	10									
6124002	Freedom of Information (follow-up)	10	*	*	*	*					
6124003	Levelling Up Fund: Debenhams HWBS and Tywi Cycle Path	20									
6124004	Property Leases (Concessions)	15									
<b>Chief Executive's Department: IT</b>											
6224001	CCTV	15									
6224002	Cyber Security	20									
6224003	Network User Access	15									
6224004	Gold/Core System Applications	15									
<b>Communities</b>											
6324001	Actif Communities	15	*	*	*						
6324002	Commissioned Care - Care Homes	20	*								
6324003	Housing Rents	20									
6324004	Licensing	20	*	*	*						
6324005	Supported Living	20									
6324006	Theatres	20	*	*	*						
<b>Corporate Services</b>											
6424001	Risk Register	20									
<b>Education &amp; Children</b>											
6524001	Foster Care/Looked After Children	20									
6524002	School Balances	20									
6524003	School Questionnaires	20	*	/	*						
6524004	School Visit	10									
6524005	Thematic Review - School Fund	20									
6524006	Universal Free School Meals	20									
6524007	Welfare Cards - Follow-up	20									
<b>Place and Infrastructure</b>											
6624001	Asset Management HAVS - Follow up	10	*	*	*						
6624002	Transport Management & Maintenance	20									
6624003	Grounds Maintenance	15									
6624004	Planning Applications - Extensions of Time	15	*	*	*						

