

Appendix 1 - Hampshire Fire and Rescue Service - Strategic Internal Audit plan 2013/14 to 2015/16

History			Review Type	Audit	Audit Sponsor	Director	Priority H/M/L	2013-14	2014-15	2015-16
2010/11	2011/12	2012-13								
			Management Activities							
✓	✓	✓	MA	Annual report				✓	✓	✓
✓	✓	✓	MA	Progress reports				✓	✓	✓
✓	✓	✓	MA	Advice, liaison, Committees				✓	✓	✓
✓	✓	✓	MA	Planning and monitoring				✓	✓	✓
✓	✓	✓	MA	Grants and other assurance work				✓	✓	✓
✓	✓	✓	MA	Follow-up work				✓	✓	✓
			Financial Management / Key Financial Systems							
			FM	Shared Services - IBC - Financial element	D of CS	D of CS	H	✓*	✓*	
	✓		FM	Payroll, including agency staff and consultants	H of HR & Training	D of HR	H	✓		✓*
	✓		FM	SAP / Creditors	D of CS	D of CS	H		✓*	
✓			FM	Debtors and cash income	D of CS	D of CS	H	✓		
		✓	FM	Budgetary control and financial planning	D of CS	D of CS	H			✓*
✓			FM	Treasury management	D of CS	D of CS	M			✓*
✓			FM	Pension arrangements	H of HR & Training	D of HR	H	✓		
			Governance and Strategy							
			GS	Strategy, planning, performance and quality (including workforce planning)	D of CS	CO / Dir of CS	H		✓	✓
		✓	GS	Risk management	D of CS	CO / Dir of CS	M			
			GS	Shared Services - HFRA perspective	D of CS	CO / Dir of CS	H		✓	✓
			GS	Partnerships and associated contracts	D of CS	CO / Dir of CS	H		✓	
		✓	GS	Commercial activities	D of CS	CO / Dir of CS	H	✓	✓	✓
✓			GS	Information management	D of CS	D of CS	H	✓		
			GS	Implementation of National Framework	D of SD	D of SD	H			✓
			Procurement							
✓		✓	PR	Procurement	H of F	D of CS	M		✓*	
	✓		PR	Revenue Contracts	H of F	D of CS	M			
✓			PR	Capital contracts (various)	H of F	D of CS	M	✓		
			PR	Supplies, stores and logistics	H of F	D of CS	M	✓		
			Human Resources							
✓			HR	Recruitment, pre-employment checks, leavers, CRB etc including agency staff and consultants	H of HR & Training	D of HR	H		✓*	
	✓		HR	Safeguarding	H of HR & Training	CO / D of HR	H			✓
		✓	HR	Training Centre	H of HR & Training	D of HR	H			✓
			Other financial systems / miscellaneous							
	✓		OS	Taxation (various inc. VAT, benefits in kind)	D of CS	D of CS	H	✓		
			OS	Network control	H of Response Delivery	D of SD	H	✓		✓
			OS	Sponsorships	D of SD	D of SD	M			
		✓	OS	Data quality	D of CS	D of CS	M			
		✓	OS	Project and programme management (and/or Specific projects)	D of HR	D of HR	M		✓	
	✓		OS	Financial Challenge/Efficiency Outcomes	D of CS	CO	H	✓		✓
✓			OS	Property management	H of F	D of CS	M		✓*	
		✓	OS	Fleet Maintenance Centre	H of F	D of CS	H			
			OS	RDS availability	AM Response Support	D of SD	H			

History		
2010/11	2011/12	2012-13
		✓
	✓	✓
✓	✓	✓
✓	✓	✓
		✓
	✓	✓
✓	✓	

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Review Type	Audit	Audit Sponsor	Director	Priority H/M/L			
					2013-14	2014-15	2015-16
OS	Sustainability	H of F	D of CS	M			✓
Themed audits							
TA	Various themes			M	✓		
Special investigations							
SI	Proactive fraud work				✓	✓	✓
SI	NFI				✓	✓	✓
Computer Audit							
CA	Applications (Various)	D of CS	D of CS	H	✓		✓
CA	FireWatch	D of SD	D of SD	H		✓	
CA	IT Infrastructure, security and accesses (Various themes)	H of IT	D of CS	H		✓	
CA	IT Strategy, management and governance	H of IT	D of CS	M		✓	

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✓* Audits that will be affected by Joint Working / IBC. These may be undertaken as a single review on behalf of all partners and may require additional, organisation specific reviews.

*days Audit days required to be agreed depending upon number of audits in the plan plus implications of Joint Working / IBC coverage on behalf of all partners.