

HFRS internal audit plan 2015/16

Appendix B

13/14	14/15	Review Type	Audit	Audit Sponsor	SMT Lead	Priority H/M/L	2015/16
		Management Activities					
✓	✓	MA	Annual report				✓
✓	✓	MA	Progress reports				✓
✓	✓	MA	Advice, liaison, Committees				✓
✓	✓	MA	Planning and monitoring				✓
		H3 (IBC/Joint working)					
	✓	H3	Joint H3 review (note 1)	H of F and D of PS	Directorate Support Officer	H	✓
		Financial Management / Key Financial Systems					
	✓	FM	Local management of H3 processes (note 2)	D of PS	Lead HR BPGraham Love	H	✓
✓		FM	Local management of pension arrangements	D of PS	Lead HR BP Graham Love	M	✓
		Governance and Strategy					
	✓	GS	Strategy, planning, performance and quality	D of PS	HoKM	H	
		GS	Risk and Performance Management & Assurance Framework	D of PS	HoKM	H	✓
		GS	Risk management	D of PS	HoKM	H	
	✓	GS	Partnerships and associated contracts	D of PS	HoKM	H	
		GS	Isle of Wight working agreement	D of SD	Jason Avery	M	
✓		GS	Commercial activities	D of PS	HoPA	H	
		GS	Business continuity/Disaster recovery	D of PS	HoCAI	M	✓
		GS	Health and safety	D of PS	HoCAI	H	✓
✓		GS	Information management	D of PS	HoKM	H	
		Procurement					
		PR	Local contract management (Cap & Rev)	H of F	HoPA	M	
✓		PR	Supplies, stores and logistics	D of PS	HoPA	M	
		Human Resources					
		HR	Safeguarding	D of PS	HoCAI	H	✓
		HR	Training centre	D of PS	AM Response Delivery	H	
		Other financial systems / miscellaneous					
✓		OS	Networked control	D of R	AM Response Delivery	H	
		OS	Data quality	D of PS	HoKM	M	
	✓	OS	Project and programme management (and/or Specific projects)	D of PS	HoKM	M	
		OS	Property management/estates partnership	D of PS	HoPA	M	✓
✓		OS	Risk review and financial challenge	D of PS	AM Risk Review	H	✓
✓		OS	Fleet Maintenance Centre	D of PS	HoPA	H	
		Special investigations					
✓	✓	SI	Proactive fraud work	D of PS	Directorate Support Officer		✓
✓	✓	SI	NFI	D of PS	Directorate Support Officer		✓
		Computer Audit					
✓	✓	CA	Applications (various)	D of PS	HoICT	H	✓
	✓	CA	FireWatch	D of SD	HoKM	H	
		CA	IT Infrastructure, security and accesses (Various themes)	D of PS	HoICT	H	
		CA	IT Strategy, management and governance	D of PS	HoICT	M	
		Audit advice work					

	✓
	✓
	✓
185	155*

AD	Risk cover advice				
AD	Data quality/Knowledge management				
AD	Assurance mapping review/advice				
	Total days				215*

* 30 days carried forward from 2014/15 to 2015/16.

Note 1 -This will include risk assessed reviews of the areas now dealt with by H3 including but not limited to - payroll, main accounting, budgetary control, accounts receivable, accounts payable, procurement and HR.

Note 2 - This review will cover those aspects remaining at Hampshire Fire and Rescue rather than through H3.

Key:	
D of PS	Director of Professional Services
D of SD	Director of Service Delivery
D of R	Director of Response
H of F	Head of Finance
BP	Business Partner
HoICT	Head of Information Communication Technology
HoKM	Head of Knowledge Management
HoCAI	Head of Communications, Administration and inclusion
HoPA	Head of Physical Assets