

**Appendix A - Audit Plan Monitoring 2019/20
June 2019**

	Risk Area	Plan Days	Status	Fieldwork started	Report issued to Management	Finalised	Opinion: Level of Assurance	High risk Recommendations	Medium risk recommendations	Low risk recommendations
Completion of 18/19 Audit Plan (as informed to March 19 Audit and Standards Committee)										
HR Starters, leavers and movers	Governance	5	In progress	■						
Contractual arrangement (Housing)	Housing	20	Scoping							
Quarter 1										
HTS (P&E) Ltd - GDPR compliance (new audit)	Corporate	10	In progress	■						
Conflicts of Interest (staff and Members)	Governance	10	Scoping							
Commercial Rents	Place	15								
Quarter 2										
Leah Manning Centre	Community Wellbeing	25								
Change and patch management	Finance	10								
Quarter 3										
Key Financial Control - Treasury Management	Finance	12								
Key Financial Control - Fixed Assets	Finance	12								
Business Continuity Planning	Corporate	10								
Corporate H&S framework	Corporate	15								
Harlow and Gilston Garden Town	Place	12								
Planned maintenance and major works	Housing	15								
HTS and Public Contract Regulations (part of the planned maintenance audit)	Housing	0								
Quarter 4										
Data retention and disposals	Corporate	20								
Homelessness	Housing	15								
Purchase cards	Finance	15								
Capital projects programme	Finance	15								
Parks, landscapes and Streetscene	Place	15								
Not a specific audit										
Advice and guidance for the new HR system	Governance	3								
Totals				2	0	0		0	0	0

Key

HTS (P&E) - Harlow Trading Services (Property and Environment)
GDPR -General Data Protection Regulations