

Internal Audit Plan 2013/14

Project	Planned Days	Planned Completion Date	Current Stage	Recommendations			
				Total Red	Total Amber	Total Green	Total
<u>Value Framework</u> Assessment of the process, methodology and software employed to measure customer satisfaction with event programming.	15	31 st March 2014	Not started	-	-	-	-
<u>Business Events (Target Setting and Income)</u> Examination of the controls exercised when setting income targets and managing performance against income budgets.	10	Deferred	Not started				
<u>Barbican Centre – International Enterprise</u> The activities of this initiative will be examined with emphasis on governance, operational controls and measurement of outcomes.	10	31 st March 2014	Not started				

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<u>Variation Orders and Change Control Procedures (Barbican Centre)</u> This review will examine the method by which project variations are notified, authorised and controlled, and the effectiveness of change control reporting arrangements.	20	31 st March 2014	Not started				
<u>CSA - Interim Valuations (Barbican Centre)</u> This review will use Certified Self-Assessment to consider the level of compliance with contractual requirements.	15	31 st March 2014	Deferred				

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				Total Red	Total Amber	Total Green	Total
<u>Spot Check Reviews</u> <u>Debt Management (including CBIS AR)</u> Probity check of debt levels and recovery action.	5	31 st December 2013	Not started				
<u>Expense Claims (including staff hospitality)</u> Probity check of a sample of claims submitted by staff.	5	31 st December 2014	Fieldwork				
<u>Cash Security (Petty Cash/Floats/Safes)</u> Probity check of cash holdings against agreed sums and security arrangement.	5	30 th June 2014	Completed	0	2	0	2

Follow-up reviews										
Project	Follow-up Date	Recommendations Made				Recommendations Implemented				
		Red	Amber	Green	Total	Red	Amber	Green	Total	Outstanding
Income Collection & Banking (all sources)	TBA	0	0	2	2					
Retail Outlets	TBA	0	4	2	6					
Commercial Income & Expenditure (inc. Artifax)	TBA	0	0	4	4					
Stocks and Stores	TBA	0	0	17	17					
Box Office Processes	TBA	0	0	3	3					
Cost Monitoring	TBA	0	0	3	3					
Annual IS Security & Strategy	TBA	0	3	3	6					