

**INTERNAL AUDIT  
OUTTURN JULY TO SEPTEMBER 2010**

<u>Code</u>	<u>Job</u>	<u>Job Name</u>	<u>Days</u>	<u>Budget</u>	<u>Date Commenced</u>	<u>Date Closed</u>	<u>Audit Opinion</u>
<b>Finance and Property</b>							
	<b>Service</b>						
		<b>FINANCE</b>					
		<b>Sub-Function</b>					
		<b>Finance</b>					
A	6	Creditors 0910	2.16	3.00	01/07/2010		
	13	Bridgend Day Centre 09/10	1.22	1.00	01/07/2010		
	15	Final Accounts	4.79	10.00	01/07/2010		
	17	Pen y Fai School Project	6.22	5.00	01/07/2010		
	18	Caerau School Project	2.87	3.00	01/07/2010		
	19	Welsh Purchasing Consortium	0.68	2.00	01/07/2010		
	20	Procurement	9.19	20.00	01/07/2010		
	30	Tendering 09/10	0.54	2.00	01/07/2010		
	31	Sundry Debtors 09/10	2.23	1.00	01/07/2010	16/09/2010	Reasonable
	43	Maesteg SI	4.66	3.00	01/07/2010		
	47	E Procurement Presentations	1.96	5.00	01/07/2010		
	50	Insurance	2.70	20.00	12/08/2010		
	53	Resources Advice	1.28	5.00	01/07/2010		
	54	Current Contracts	1.76	10.00	02/08/2010		
	<b>Total</b>	<b>Sub-Function</b>	<b>42.25</b>	<b>90.00</b>			
	<b>Total for Service</b>	<b>FINANCE</b>	<b>42.25</b>				
	<b>Service</b>						
		<b>PROPERTY</b>					
		<b>Sub-Function</b>					
		<b>Property</b>					
A	16	Energy Management	17.60	20.00	01/07/2010		
	<b>Total</b>	<b>Sub-Function</b>	<b>17.60</b>	<b>20.00</b>			
	<b>Total for Service</b>	<b>PROPERTY</b>	<b>17.60</b>				
<b>Total</b>	<b>Directorate</b>	<b>Finance and Property</b>	<b>59.85</b>	<b>110.00</b>			

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<b>ICT and Customer Contact</b>							
	<b>Service</b>	<b>ICT SERVICES</b>					
		<b>Sub-Function Technical Infrastructure</b>					
C	6	Power Supply for Data Centres	5.74	3.00	01/07/2010		
	9	Network Management and Control	12.50	10.00	05/07/2010		
	19	Internet & E-mail controls	0.95	8.00	09/08/2010		
	20	Firewall	0.37	5.00	09/08/2010		
	27	Active Directory	0.34	5.00	21/09/2010		
<b>Total</b>	<b>Sub-Function</b>	<b>Technical Infrastructure</b>	<b>19.90</b>	<b>31.00</b>			
		<b>Sub-Function Security Infrastructure</b>					
C	2	Security Forum	2.94	6.00	01/07/2010		
	22	Data Security (Background)	0.61	3.00	16/08/2010	04/10/2010	N/A
<b>Total</b>	<b>Sub-Function</b>	<b>Security Infrastructure</b>	<b>3.55</b>	<b>9.00</b>			
		<b>Sub-Function Physical &amp; Environmental</b>					
C	1	Disposal of Assets	4.76	2.00	01/07/2010	30/07/2010	Reasonable
	16	MFD and Print Strategy (Background)	0.91	2.00	05/07/2010	16/08/2010	N/A
<b>Total</b>	<b>Sub-Function</b>	<b>Physical &amp; Environmental</b>	<b>5.68</b>	<b>4.00</b>			
		<b>Sub-Function IT Systems Audits</b>					
C	5	Servicedesk (Background research)	1.08	1.00	01/07/2010		
<b>Total</b>	<b>Sub-Function</b>	<b>IT Systems Audits</b>	<b>1.08</b>	<b>1.00</b>			
		<b>Sub-Function Information and Data Management</b>					
C	14	Information Management	1.59	5.00	05/07/2010		
<b>Total</b>	<b>Sub-Function</b>	<b>Information and Data Management</b>	<b>1.59</b>	<b>5.00</b>			
		<b>Sub-Function Project Support</b>					
C	3	Web Development Project	0.61	5.00	01/07/2010		
	12	Draig/ Careworks	1.08	5.00	20/07/2010		
	13	Petty Cash	1.42	2.00	05/07/2010		
	18	Cedar Feeder (Electoral Services)	1.96	2.00	03/08/2010		
	25	E-Procurement	0.41	3.00	23/08/2010		
	28	Cedar Security	0.54	2.00	27/09/2010		
<b>Total</b>	<b>Sub-Function</b>	<b>Project Support</b>	<b>6.01</b>	<b>19.00</b>			

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		<b>Sub-Function Mandatory Initiatives</b>					
C		17 PCI DSS (research & enquiries)	1.11	5.00	26/07/2010		
		23 Government Connect	0.41	5.00	16/08/2010		
	<b>Total</b>	<b>Sub-Function Mandatory Initiatives</b>	<b>1.52</b>	<b>10.00</b>			
		<b>Sub-Function Other</b>					
C		7 E-Payslips	0.61	0.50	01/07/2010	30/09/2010	N/A
		10 Prep. work (Vale)	1.55	5.00	05/07/2010		
		11 Advice and Guidance	2.70	10.00	01/07/2010		
		15 School Meal System	1.01	1.00	20/07/2010	20/09/2010	N/A
		24 IDEA work	1.01	10.00	23/08/2010		
		26 NFI (data modelling and submission)	4.83	15.00	13/09/2010	11/10/2010	N/A
A		57 Shared Services - Vale Debtors	0.14	20.00	22/09/2010		
	<b>Total</b>	<b>Sub-Function Other</b>	<b>11.86</b>	<b>61.50</b>			
<b>Total for Service</b>			<b>51.18</b>				
		<b>ICT SERVICES</b>					
<b>Total</b>	<b>Directorate</b>	<b>ICT and Customer</b>	<b>51.18</b>	<b>140.50</b>			

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<b>Corporate Development and Partnerships</b>							
	<b>Service</b>	<b>CORPORATE DEVELOPMENT</b>					
		<b>Sub-Function Corporate Development</b>					
A	7 Members Allowances		10.17	10.00	01/07/2010		
	32 LSB Grant 09/10		2.50	1.50	01/07/2010	30/09/2010	Reasonable
	<b>Total Sub-Function</b>	<b>Corporate Development</b>	<b>12.67</b>	<b>11.50</b>			
<b>Total for Service</b>		<b>CORPORATE DEVELOPMENT</b>	<b>12.67</b>				
	<b>Service</b>	<b>HUMAN RESOURCES</b>					
		<b>Sub-Function Human Resources</b>					
A	21 Sickness Absence		29.29	20.00	01/07/2010		
	25 Staff Expenses 09/10		5.45	3.00	01/07/2010		
	27 Recruitment & Selection 09/10		5.64	3.00	01/07/2010		
	<b>Total Sub-Function</b>	<b>Human Resources</b>	<b>40.38</b>	<b>26.00</b>			
<b>Total for Service</b>		<b>HUMAN RESOURCES</b>	<b>40.38</b>				
<b>Total</b>	<b>Directorate</b>	<b>Corporate Development</b>	<b>53.05</b>	<b>37.50</b>			

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APPENDIX A

<u>Code</u>	<u>Job</u>	<u>Job Name</u>	<u>Days</u>	<u>Budget</u>	<u>Date Commenced</u>	<u>Date Closed</u>	<u>Audit Opinion</u>
<b>Children Directorate</b>							
	<b>Service</b>	<b>LEARNING</b>					
		<b>Sub-Function Learning</b>					
A	1	Breakfast Club 09/10	0.20	1.00	01/07/2010	30/09/2010	Reasonable
	2	Unlocking Potential Special Schools 0910	3.04	2.00	01/07/2010	13/10/2010	Reasonable
	3	Innovation in small/rural schools 09/10	2.84	1.50	01/07/2010	30/09/2010	Reasonable
	4	Community Focused Schools 09/10	4.50	1.50	01/07/2010		
C	8	SI - Moving Forward Project	4.39	2.50	01/07/2010		
A	33	DCELLS 09/10	1.82	1.50	01/07/2010	30/09/2010	Reasonable
	34	Foundation Grant 09/10	6.52	4.50	01/07/2010		
	36	SEN & Psychology Services	8.28	15.00	01/07/2010		
	37	Children & Young Peoples Partnership	12.60	15.00	01/07/2010		
	44	Advice Children	0.44	5.00	01/07/2010		
	46	Governance Review - Access & Inclusion	25.20	15.00	19/07/2010		
	48	Schools Annual Report	4.98	3.00	01/07/2010		
	52	General Schools Work	4.85	5.00	01/07/2010		
	<b>Total</b>	<b>Sub-Function Learning</b>	<b>79.67</b>	<b>72.50</b>			
<b>Total for Service LEARNING</b>			<b>79.67</b>				
	<b>Service</b>	<b>STRATEGY, PARTNERSHIPS &amp;</b>					
		<b>Sub-Function Strategy, Partnerships &amp;</b>					
A	56	Catering Services	8.89	20.00	25/08/2010		
	<b>Total</b>	<b>Sub-Function Strategy, Partnerships &amp;</b>	<b>8.89</b>	<b>20.00</b>			
<b>Total for Service STRATEGY, PARTNERSHIPS &amp;</b>			<b>8.89</b>				
	<b>Service</b>	<b>SAFEGUARDING &amp; FAMILY</b>					
		<b>Sub-Function Safeguarding &amp; Family Support</b>					
A	58	Adoption	0.20	15.00	27/09/2010		
	59	Fostering - in-house	0.20	10.00	27/09/2010		
	<b>Total</b>	<b>Sub-Function Safeguarding &amp; Family Support</b>	<b>0.41</b>	<b>25.00</b>			
<b>Total for Service SAFEGUARDING &amp; FAMILY</b>			<b>0.41</b>				
	<b>Service</b>	<b>SCHOOLS</b>					

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		<b>Sub-Function Primary Schools</b>					
A		5 Tremains Primary School 0910	0.20	0.50	01/07/2010		
		42 Control Risk Self Assessment - CRSA	0.27	21.00	01/07/2010		
	<b>Total</b>	<b>Sub-Function Primary Schools</b>	<b>0.47</b>	<b>21.50</b>			
<b>Total for Service</b>			<b>0.47</b>				
		<b>SCHOOLS</b>					
<b>Total</b>	<b>Directorate</b>	<b>Children Directorate</b>	<b>89.43</b>	<b>139.00</b>			

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<b>Communities Directorate</b>							
	<b>Service</b>	<b>REGENERATION AND</b>					
		<b>Sub-Function</b>	<b>Regeneration and Development</b>				
A	23	Homelessness 09/10	1.82	1.00	01/07/2010		
	38	Fleet Services	0.68	1.00	01/07/2010	08/07/2010	Reasonable
	39	Fuel	0.41	1.00	01/07/2010	08/07/2010	Reasonable
	<b>Total</b>	<b>Sub-Function</b>	<b>Regeneration and Development</b>	<b>2.91</b>	<b>3.00</b>		
<b>Total for Service</b>			<b>REGENERATION AND</b>	<b>2.91</b>			
<b>Total</b>	<b>Directorate</b>	<b>Communities</b>	<b>2.91</b>	<b>3.00</b>			

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<b>Wellbeing Directorate</b>							
	<b>Service</b>	<b>ADULT SOCIAL CARE</b>					
		<b>Sub-Function Adult Social Care</b>					
A	8 Establishments Assurance 0910		2.64	1.50	01/07/2010		
C	21 Business Internet Banking		0.54	1.00	09/08/2010		
A	49 Advice Wellbeing		0.68	5.00	01/07/2010		
	<b>Total Sub-Function</b>	<b>Adult Social Care</b>	<b>3.85</b>	<b>7.50</b>			
	<b>Total for Service</b>	<b>ADULT SOCIAL CARE</b>	<b>3.85</b>				
	<b>Service</b>	<b>HEALTHY LIVING</b>					
		<b>Sub-Function Healthy Living</b>					
A	9 Ynysawdre Pool 0910		1.05	3.00	01/07/2010		
	14 Arts 09/10		10.51	10.00	01/07/2010		
	24 Bridgend Rec Bars 09/10		2.20	1.00	01/07/2010	30/09/2010	Reasonable
	29 Dual Use Sites 09/10		3.72	2.00	01/07/2010		
	45 Garw Leisure Centre		2.30	5.00	14/07/2010		
	<b>Total Sub-Function</b>	<b>Healthy Living</b>	<b>19.76</b>	<b>21.00</b>			
	<b>Total for Service</b>	<b>HEALTHY LIVING</b>	<b>19.76</b>				
<b>Total</b>	<b>Directorate</b>	<b>Wellbeing Directorate</b>	<b>23.61</b>	<b>28.50</b>			



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<b>Cross Cutting</b>							
	<b>Service</b>	<b>CROSS CUTTING</b>					
		<b>Sub-Function Cross Cutting</b>					
A	40	Follow up Pre APACE 1	5.71	5.00	07/07/2010		
	51	09/10 Audits	0.61	5.00	01/07/2010		
	<b>Total</b>	<b>Sub-Function Cross Cutting</b>	<b>6.32</b>	<b>10.00</b>			
<b>Total for Service</b>			<b>6.32</b>				
<b>Total</b>	<b>Directorate</b>	<b>Cross Cutting</b>	<b>6.32</b>	<b>10.00</b>			

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<b>Overheads</b>							
	<b>Service</b>	<b>OVERHEADS</b>					
		<b>Sub-Function</b>	<b>Non Productive Overheads</b>				
<b>O</b>	2	Maternity Leave	26.22	45.00	01/07/2010		
	3	Annual Leave	84.34	261.00	01/07/2010		
	5	Bank Holidays	8.55	79.00	01/07/2010		
	10	Leave (unpaid)	15.00	15.00	01/07/2010		
	<b>Total</b>	<b>Sub-Function</b>	<b>Non Productive Overheads</b>	<b>134.11</b>	<b>400.00</b>		
		<b>Sub-Function</b>	<b>Non chargeable Overheads</b>				
<b>O</b>	4	Audit Committee	12.53	43.00	01/07/2010		
	7	Continuous Improvement	12.33	94.00	01/07/2010		
	8	General Administration	66.49	110.00	01/07/2010		
	9	External Audit Liasion	2.16	6.00	01/07/2010		
	11	Management & Supervision	5.44	40.00	01/07/2010		
	12	Meetings	14.16	57.00	01/07/2010		
	13	Planning General	14.26	37.00	01/07/2010		
	15	Return to Work	0.03	12.00	01/07/2010		
	16	Sickness Absence	34.97	47.00	01/07/2010		
	17	Special Leave	0.37	33.00	01/07/2010		
	19	Staffing Matters	4.83	12.00	01/07/2010		
	20	Study / Exam Leave	5.00	20.00	01/07/2010		
	21	Time Recording (inc. Flex)	9.70	31.00	01/07/2010		
	22	Training - Internal /External Courses	4.93	44.00	01/07/2010		
	23	Training - Professional	5.00	48.00	01/07/2010		
	24	Working Groups / Outside bodies WCAG	1.01	27.00	01/07/2010		
	<b>Total</b>	<b>Sub-Function</b>	<b>Non chargeable Overheads</b>	<b>193.20</b>	<b>661.00</b>		
<b>Total for Service</b>			<b>OVERHEADS</b>	<b>327.31</b>			
<b>Total</b>	<b>Directorate</b>	<b>Overheads</b>	<b>327.31</b>	<b>1,061.00</b>			
			<b>Grand Total</b>	<b>613.66</b>			