

									WP REF:		
				NORTH WILTSHIRE DISTRICT COUNCIL							
									Total Score:	1170	
				SYSTEMS LISTING & RISK ANALYSIS						Total Days:	530
1	2	3	4	5	6	7	8	9	10	11	
SERVICE- STRAT. MANGR	WP	SYSTEM	RESPONSIBLE OFFICER	(1-10) MATERIALITY	(1-10) SENSITIVITY	(1-10) CONTROL STATE	(1-10) MANAGERS CONCERNS	TOTAL SCORE	SIZE (DAYS)	Annual Frequency	
CORP SERVICES		Corp Services									
SP	C1	Accting/Budget Control	Peter Tovey	10	10	7	7	34	20	1	
SP	C2	Bank Reconciliation	Peter Tovey	10	7	8	7	32	5	1	
SP	C3	Cap. Exp/PFI	Peter Tovey	4	4	5	4	17	6	3	
SP	C19	Car Lease/Loans	Peter Mundy	1	3	3	3	10	3	3	
NF	C4	CashCol/Bankg	Jackie Tavener	6	9	8	5	28	10	1	
SP	C5	CITS	Laura Pickard	1	3	2	1	7	5	3	
NF	C7	Council Tax	Paul Southway	6	7	9	8	30	15	1	
SP	C6	Creditors	Teresa Howard	6	9	6	4	25	10	1	
NF	C8	Debtors	Paul Southway	10	7	7	6	30	12	1	
SP	C14	Grants	Peter Tovey	4	8	7	6	25	15	1	
LB	C12	Health and Safety	Mike Doran	1	7	4	2	14	3	3	
NF	C10	Hsg/CT Ben.	Julie Higinbotham	9	8	9	8	34	12	1	
SP	C11	Insurances	Peter Mundy	10	5	3	3	21	5	2	
SP	C9	Members Allow	Wendy Gubbins	2	7	2	2	13	3	3	
SP	C13	Payroll	Elaine Orchard	6	9	9	8	32	12	1	
SP	C17	Recruitment and Development	Elaine Orchard	1	5	4	1	11	3	3	
SP	C18	Staff T&S	Elaine Orchard	1	7	6	5	19	8	2	
SP	C15	Treasury Man.	Peter Mundy	6	7	2	5	20	8	2	

									WP REF:	
									Total Score:	1170
									Total Days:	530
1	2	3	4	5	6	7	8	9	10	11
SERVICE- STRAT. MANGR	WP	SYSTEM	RESPONSIBLE OFFICER	(1-10) MATERIALITY	(1-10) SENSITIVITY	(1-10) CONTROL STATE	(1-10) MANAGERS CONCERNS	TOTAL SCORE	SIZE (DAYS)	Annual Frequency
SP	C16	VAT	Peter Mundy	4	8	6	8	26	20	1
								0		
								0		
CULTURAL		Cultural and Heritage								
LB	CH1	Arts Support	Jo Cogswell	1	4	3	2	10	3	3
LB	CH4	Leisure Trust	DaveStirling/Bee Lewis	4	5	7	8	24	4	2
LB	CH2	Museums/Halls	David Stirling	1	4	3	3	11	3	3
NF	CH5	Parks/Open Spaces	Steve Bowcock	2	3	2	3	10	3	3
LB	CH3	SportsDev/OLE	Jo Cogswell/Dave Stirling	1	4	5	4	14	5	3
LB	CH6	Tourism/Info	Gwyn De-arth	1	5	5	4	15	3	3
								0		
								0		
ENVIRONMENT		ENVIRONMENT								
LB	E2	Animal Control	Mike Doran	1	4	3	4	12	10	3
LB	E5	Comm Safety	Jo Cogswell	1	3	2	2	8	3	3
LB	E1	Health Initiatives	Mike Doran	2	5	5	2	14	3	3
LB	E3	Licensing	Mike Doran	1	7	5	6	19	4	2
NF	E4	Sewerage/PCs	Steve Bowcock	1	5	5	4	15	4	3
NF	E7	Street Cleaning	Steve Bowcock	2	5	5	4	16	3	2
NF	E6	Waste	Steve Bowcock	4	5	6	8	23	8	2
								0		

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1	2	3	4	5	6	7	8	9	10	11	
SERVICE- STRAT. MANGR	WP	SYSTEM	RESPONSIBLE OFFICER	(1-10) MATERIALITY	(1-10) SENSITIVITY	(1-10) CONTROL STATE	(1-10) MANAGERS CONCERNS	TOTAL SCORE	SIZE (DAYS)	Annual Frequency	
								0			
		PLNG/DEV									
AD	P1	Building Control	Nigel Daniels	4	7	7	4	22	5	2	
LB	P8	Com.Economic Development	Jo Cogswell	2	7	6	5	20	5	2	
AD	P3	Dev. Control	Charles Pescod	4	6	7	5	22	3	2	
LB	P6	Employment Support	Gwyn De-arth					0	2	3	
LB	P5	Grants	David Stirling	1	4	4	2	11	2	3	
AD	P9	Land Charges	Bev Hinds	2	5	5	3	15	5	3	
LB	P7	Premises Development	David Stirling	4	7	5	6	22	5	2	
AD	P4	Spacial /Fwd Planning	Lachlan Robertson	2	5	2	3	12	3	3	
LB/AD	P2	Street Naming	David Stirling	1	2	3	2	8	2	3	
								0			
TRANSPORT		TRANSPORT									
NF	T1	Car Parking	Steve Bowcock	4	4	7	8	23	8	2	
NF	T2	Conc. Travel	Jackie Tavener	1	8	7	6	22	10	2	
								0			
								0			
HOUSING		HOUSING									
SP	H2	Advances	Peter Mundy	1	7	2	2	12	2	3	
NF		Benefits	see c10	0	0	0	0	0	0	0	
LB	H4	Caravan Sites	Dave Stirling	1	6	7	5	19	2	2	

									WP REF:	
NORTH WILTSHIRE DISTRICT COUNCIL										
									Total Score:	1170
SYSTEMS LISTING & RISK ANALYSIS									Total Days:	530
1	2	3	4	5	6	7	8	9	10	11
SERVICE- STRAT. MANGR	WP	SYSTEM	RESPONSIBLE OFFICER	(1-10) MATERIALITY	(1-10) SENSITIVITY	(1-10) CONTROL STATE	(1-10) MANAGERS CONCERNS	TOTAL SCORE	SIZE (DAYS)	Annual Frequency
LB	H3	Homelessness	Janet O'Brien	2	6	7	3	18	4	2
LB	H6	Renewal Grants	Janet O'Brien	4	7	7	4	22	5	2
LB	H5	Staying Put	Janet O'Brien	1	2	5	3	11	2	3
LB	H1	Strategic Projects	Janet O'Brien	1	7	7	3	18	5	2
								0		
								0		
IT SYSTEMS		IT APPLICNS								
SP	IT/4	BACSTEL-IP	Steve Baker	8	5	8	3	24	3	2
SP	IT/2	Bgt/Accounts	Peter Barnett	See separate working paper for IT. Risk assessed as 'M'				0	10	2
SP	IT/5	Creds Dev	Peter Tovey	See separate working paper for IT. Risk assessed as 'H'				0	4	3
NF	IT/1	CT/NDR/BENS	Nick Bartley	See separate working paper for IT. Risk assessed as 'H'				0	12	1
SP	IT/6	Debtors	Peter Barnett	See separate working paper for IT. Risk assessed as 'M'				0	5	3
SP	IT/3	Pay/Personnel	Elaine Orchard	See separate working paper for IT. Risk assessed as 'M'				0	10	2
								0		
		IT SEC/CNTRL								
NF	IT/10	DRP-Bus Cont	Peter Barnett	See separate working paper for IT. Risk Assessed as 'L'				0	4	3
SP	IT/12	Email Control	Peter Barnett	See separate working paper for IT. Risk Assessed as 'L'				0	4	3
SP	IT/11	Network Control	John Manley	See separate working paper for IT. Risk Assessed as 'L'				0	8	3
								0		
								0		
		Management								
SP	IT/15	Anti Virus	David Lovelock	See separate working paper for T. Risk Assessed as 'L'				0	4	3

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NORTH WILTSHIRE DISTRICT COUNCIL										
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SYSTEMS LISTING & RISK ANALYSIS									Total Days:	530
1	2	3	4	5	6	7	8	9	10	11
SERVICE- STRAT. MANGR	WP	SYSTEM	RESPONSIBLE OFFICER	(1-10) MATERIALITY	(1-10) SENSITIVITY	(1-10) CONTROL STATE	(1-10) MANAGERS CONCERNS	TOTAL SCORE	SIZE (DAYS)	Annual Frequency
SP	IT/16	Information Man.	Peter Barnett	See separate working paper for	IT. Risk Assessed as 'L'			0	5	3
SP	IT/13	IT Sec. Policy	Peter Barnett	See separate working paper for	IT. Risk Assessed as 'L'			0	3	3
SP	IT/17	IT/IS Strategy	Peter Barnett	See separate working paper for	IT. Risk Assessed as 'M'			0	4	3
SP	IT/14	Software Licence	John Manley	See separate working paper for	IT. Risk Assessed as 'L'			0	10	3
								0		
								0		
CORP-AUDITS		Contract Audit								
LB	CA2	Cont.Mangemnt	David Stirling	4	5	5	5	19	4	2
SP	CA1	Tendering	John Watling	6	2	3	3	14	5	3
								0		
								0		
		Rev.Contracts								
LB	CA10	FM.Jarvis	Peter Jeremiah	4	6	4	4	18	5	2
								0		
								0		
		ANTI FRAUD								
NF	CA20	NFI 2005	Julie H / Elaine O	10	6	5	6	27	10	1
SP	CA21	NWDC Strategy	Di Hodges					0	3	2
								0		
								0		
		Other								
SP	CA39	Assets Register	Peter Jeremiah	10	7	3	4	24	8	2

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1	2	3	4	5	6	7	8	9	10	11	
SERVICE- STRAT. MANGR	WP	SYSTEM	RESPONSIBLE OFFICER	(1-10) MATERIALITY	(1-10) SENSITIVITY	(1-10) CONTROL STATE	(1-10) MANAGERS CONCERNS	TOTAL SCORE	SIZE (DAYS)	Annual Frequency	
SP	CA37	BVPI/PP Data Collection	Sue Pangbourne	9	7	7	8	31	10	1	
SP	CA30	Corporate gov	Sue Pangbourne	6	7	5	5	23	5	2	
SP	CA31	EGov						0	6	3	
NF	CA33	Emergency Planning	Graham Wilson					0	2	3	
SP	CA34	Fin Regs Rev	Di Hodges	8	8	4	4	24	5	2	
SP	CA35	Procurement	Sue Pangbourne	6	6	7	5	24	10	2	
SP	CA36	Public Relations	Paul Lancaster					0	2	3	
SP	CA40	Registration of Electors	John Watling	1	5	2	3	11	5	3	
NF	CA32	Risk Mangement	Nick Fenwick	6	7	6	5	24	8	2	
SP	CA42	S.I.C.	Di Hodges					0	3	1	
SP	CA41	Subscriptions	John Watling	1	2	4	4	11	2	3	
								0			
								0			
								0			
								0			
SP		Contingency	Head of Audit					0	30	1	
SP		Quarterly Monitoring of Action Plans	Head Of Audit					0	20	1	
								0			
								0			

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			NORTH WILTSHIRE DISTRICT COUNCIL								
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			SYSTEMS LISTING & RISK ANALYSIS							Total Days:	530
1	2	3	4	5	6	7	8	9	10	11	
SERVICE- STRAT. MANGR	WP	SYSTEM	RESPONSIBLE OFFICER	(1-10) MATERIALITY	(1-10) SENSITIVITY	(1-10) CONTROL STATE	(1-10) MANAGERS CONCERNS	TOTAL SCORE	SIZE (DAYS)	Annual Frequency	
TOTALS								1170	530		

NORTH WILTSHIRE DISTRICT COUNCIL

WP REF: Annex

3 YEAR AUDIT ALLOCATION

Total Annual Days: 530

1	2	3	4	10	11				
SERVICE-STRAT.MANGR	FILE REF	SYSTEM	RESPONSIBLE OFFICER	SIZE (DAYS)	Annual Frequency	2005/6	2006/7	2007/8	Three year Resource
CORP SERVICES		Corp Services							
SP	C1	Accting/Budget Control	Peter Tovey	20	1	20	20	20	60
SP	C2	Bank Reconciliation	Peter Tovey	5	1	5	5	5	15
SP	C3	Cap. Exp/PFI	Peter Tovey	6	3	0	6	0	6
SP	C19	Car Lease/Loans	Peter Mundy	3	3	0	0	3	3
NF	C4	CashCol/Bankg	Jackie Tavener	10	1	10	10	10	30
SP	C5	CITS	Laura Pickard	5	3	0	0	5	5
NF	C7	Council Tax	Paul Southway	15	1	15	15	15	45
SP	C6	Creditors	Teresa Howard	10	1	10	10	10	30
NF	C8	Debtors	Paul Southway	12	1	12	12	12	36
SP	C14	Grants	Peter Tovey	15	1	0	15	15	30
LB	C12	Health and Safety	Mike Doran	3	3	0	0	3	3
NF	C10	Hsg/CT Ben.	Julie Higinbotham	12	1	12	12	12	36
SP	C11	Insurances	Peter Mundy	5	2	0	5	0	5
SP	C9	Members Allow	Wendy Gubbins	3	3	0	0	3	3
SP	C13	Payroll	Elaine Orchard	12	1	12	12	12	36
SP	C17	Recruitment and Development	Elaine Orchard	3	3	0	0	3	3
SP	C18	Staff T&S	Elaine Orchard	8	2	0	8	0	8
SP	C15	Treasury Man.	Peter Mundy	8	2	0	8	0	8
SP	C16	VAT	Peter Mundy	20	1	20	20	20	60
CULTURAL		Cultural and Heritage							

NORTH WILTSHIRE DISTRICT COUNCIL

WP REF: Annex

3 YEAR AUDIT ALLOCATION

Total Annual Days: 530

1	2	3	4	10	11				
SERVICE-STRAT.MANGR	FILE REF	SYSTEM	RESPONSIBLE OFFICER	SIZE (DAYS)	Annual Frequency	2005/6	2006/7	2007/8	Three year Resource
LB	CH1	Arts Support	Jo Cogswell	3	3	0	0	3	3
LB	CH4	Leisure Trust	DaveStirling/Bee Lewis	4	2	4	0	4	8
LB	CH2	Museums/Halls	David Stirling	3	3	0	0	3	3
NF	CH5	Parks/Open Spaces	Steve Bowcock	3	3	0	0	3	3
LB	CH3	SportsDev/OLE	Jo Cogswell/Dave Stirling	5	3	0	0	5	5
LB	CH6	Tourism/Info	Gwyn De-arth	3	3	0	0	3	3
ENVIRONMENT		ENVIRONMENT							
LB	E2	Animal Control	Mike Doran	10	3	0	0	10	10
LB	E5	Comm Safety	Jo Cogswell	3	3	0	0	3	3
LB	E1	Health Initiatives	Mike Doran	3	3	0	0	3	3
LB	E3	Licensing	Mike Doran	4	2	0	4	0	4
NF	E4	Sewerage/PCs	Steve Bowcock	4	3	0	0	4	4
NF	E7	Street Cleaning	Steve Bowcock	3	2	0	3	0	3
NF	E6	Waste	Steve Bowcock	8	2	0	8	0	8
0		PLNG/DEV							
AD	P1	Building Control	Nigel Daniels	5	2	0	5	0	5
LB	P8	Com.Economic Development	Jo Cogswell	5	2	0	5	0	5
AD	P3	Dev. Control	Charles Pescod	3	2	0	3	0	3
LB	P6	Employment Support	Gwyn De-arth	2	3	0	0	2	2
LB	P5	Grants	David Stirling	2	3	0	0	2	2
AD	P9	Land Charges	Bev Hinds	5	3	0	0	5	5

NORTH WILTSHIRE DISTRICT COUNCIL

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3 YEAR AUDIT ALLOCATION

Total Annual Days: 530

1	2	3	4	10	11				
SERVICE-STRAT.MANGR	FILE REF	SYSTEM	RESPONSIBLE OFFICER	SIZE (DAYS)	Annual Frequency	2005/6	2006/7	2007/8	Three year Resource
LB	P7	Premises Development	David Stirling	5	2	0	5	0	5
AD	P4	Spacial /Fwd Planning	Lachlan Robertson	3	3	0	0	3	3
LB/AD	P2	Street Naming	David Stirling	2	3	0	0	2	2
TRANSPORT		TRANSPORT							
NF	T1	Car Parking	Steve Bowcock	8	2	0	8	0	8
NF	T2	Conc. Travel	Jackie Tavener	10	2	0	10	0	10
HOUSING		HOUSING							
SP	H2	Advances	Peter Mundy	2	3	0	0	2	2
NF	0	Benefits	see c10	0	0	0	0	0	0
LB	H4	Caravan Sites	Dave Stirling	2	2	0	2	0	2
LB	H3	Homelessness	Janet O'Brien	4	2	0	4	0	4
LB	H6	Renewal Grants	Janet O'Brien	5	2	0	5	0	5
LB	H5	Staying Put	Janet O'Brien	2	3	0	0	2	2
LB	H1	Strategic Projects	Janet O'Brien	5	2	0	5	0	5
IT SYSTEMS		IT APPLICNS							0
SP	IT/4	BACSTEL-IP	Steve Baker	3	2	0	3	0	3
SP	IT/2	Bgt/Accounts	Peter Barnett	10	2	0	10	0	10
SP	IT/5	Creds Dev	Peter Tovey	4	1	4	0	0	4
NF	IT/1	CT/NDR/BENS	Nick Bartley	12	1	12	0	0	12
SP	IT/6	Debtors	Peter Barnett	5	3	0	5	0	5
SP	IT/3	Pay/Personnel	Elaine Orchard	10	2	0	10	0	10

NORTH WILTSHIRE DISTRICT COUNCIL

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3 YEAR AUDIT ALLOCATION

Total Annual Days: 530

1	2	3	4	10	11				
SERVICE-STRAT.MANGR	FILE REF	SYSTEM	RESPONSIBLE OFFICER	SIZE (DAYS)	Annual Frequency	2005/6	2006/7	2007/8	Three year Resource
		IT SEC/CNTRL							
NF	IT/10	DRP-Bus Cont	Peter Barnett	4	3	0	0	4	4
SP	IT/12	Email Control	Peter Barnett	4	3	0	0	4	4
SP	IT/11	Network Control	John Manley	8	3	0	0	8	8
		Management							
SP	IT/15	Anti Virus	David Lovelock	4	3	0	0	4	4
SP	IT/16	Information Man.	Peter Barnett	5	3	0	0	5	5
SP	IT/13	IT Sec. Policy	Peter Barnett	3	3	0	0	3	3
SP	IT/17	IT/IS Strategy	Peter Barnett	4	3	0	0	4	4
SP	IT/14	Software Licence	John Manley	10	3	0	0	10	10
		CORP-AUDITS							
		Contract Audit							
LB	CA2	Cont.Mangemnt	David Stirling	4	2	0	4	0	4
SP	CA1	Tendering	John Watling	5	3	0	0	5	5
		Rev.Contracts							
LB	CA10	FM.Jarvis	Peter Jeremiah	5	2	5	0	5	10
		ANTI FRAUD							
NF	CA20	NFI 2005	Julie H / Elaine O	10	1	10	10	10	30
SP	CA21	NWDC Strategy	Di Hodges	3	2	0	3	0	3

NORTH WILTSHIRE DISTRICT COUNCIL

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3 YEAR AUDIT ALLOCATION

Total Annual Days: 530

1	2	3	4	10	11				
SERVICE-STRAT.MANGR	FILE REF	SYSTEM	RESPONSIBLE OFFICER	SIZE (DAYS)	Annual Frequency	2005/6	2006/7	2007/8	Three year Resource
		Other							
SP	CA39	Assets Register	Peter Jeremiah	8	2	0	8	0	8
SP	CA37	BVPI/PP Data Collection	Sue Pangbourne	10	1	10	10	10	30
SP	CA30	Corporate gov	Sue Pangbourne	5	2	0	5	0	5
SP	CA31	EGov	0	6	3	0	0	6	6
NF	CA33	Emergency Planning	Graham Wilson	2	3	0	0	2	2
SP	CA34	Fin Regs Rev	Di Hodges	5	2	1	0	5	6
SP	CA35	Procurement	Sue Pangbourne	10	2	0	10	0	10
SP	CA36	Public Relations	Paul Lancaster	2	3	0	0	2	2
SP	CA40	Registration of Electors	John Watling	5	3	0	0	5	5
NF	CA32	Risk Mangement	Nick Fenwick	8	2	0	8	0	8
SP	CA42	S.I.C.	Di Hodges	3	1	3	3	3	9
SP	CA41	Subscriptions	John Watling	2	3	0	0	2	2
SP	0	Contingency	Head of Audit	30	1	10	30	40	125
SP	0	Quarterly Monitoring of Action Plans	Head Of Audit	20	1	5	20	20	45
TOTALS				530		180	364	364	