

**2004/05  
HEREFORDSHIRE COUNCIL  
AUDIT SERVICES  
ANNUAL PLAN SUMMARY**

<b>Risk Level</b>		<b>Base Plan</b>	<b>Resources Available</b>
		<b>Days</b>	<b>Days</b>
	<b>Audit Services</b>		
N/a	Administration and Management	269.00	269.00
N/a	Non-Audit Work	20.00	20.00
N/a	Staff Development	10.00	10.00
N/a	Leave/Vacant Posts/Secondments	668.00	658.00
N/a	Training	100.00	86.00
	<b>Total Audit Services</b>	<b>1067.00</b>	<b>1043.00</b>
	<b>Chief Executive</b>		
Green	General Work/advice	1.25	1.00
Amber	Human Resources	10.00	21.00
	<b>Total Chief Executive</b>	<b>11.25</b>	<b>22.00</b>
	<b>Computer Audits</b>		
Red	Corporate	42.00	42.00
Red	IT Services	32.00	32.00
Red	Social Care and Strategic Housing	15.00	15.00
Red	County Treasurer	37.50	37.50
Red	Education	0.00	0.00
	<b>Total Computer Audits</b>	<b>126.50</b>	<b>126.50</b>

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	<b>Corporate</b>		
Red	Good Environment Management	30.00	35.00
N/a	Contingency	61.00	00.00
Red	Corporate Projects	260.00	278.00
N/a	Corporate Working Groups	25.00	15.00
	<b>Total Corporate</b>	<b>376.00</b>	<b>328.00</b>
	<b>County Secretary and Solicitor</b>		
Amber	Custodians	1.00	1.00
Red	Democratic and Public Services	5.00	5.50
Green	Emergency Planning	0.00	0.00
Green	Electoral Registration	0.50	0.50
Green	General	0.00	10.00
Amber	Land Charges	9.00	9.00
Green	Legal Services	1.50	1.50
Green	Registration Service	19.00	0.50
	<b>Total County Secretary and Solicitor</b>	<b>36.00</b>	<b>28.00</b>
	<b>County Treasurer</b>		
Amber	Financial Policy and Audit	16.00	11.00
Amber	Accountancy and Exchequer	19.50	19.50
Green	General	32.00	27.00

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Amber	Revenue and Benefits	29.00	20.50
N/a	Working Groups	6.00	6.00
	<b>Total County Treasurer</b>	<b>102.50</b>	<b>84.00</b>
	<b>Education</b>		
Green	General	12.00	12.00
Red	High Schools - Bank Account	145.00	75.00
Amber	High Schools – Non Bank Accounts	49.00	25.00
Amber	Inspection Curriculum and School Performance	16.50	5.50
Red	Primary Schools Bank Accounts	25.00	25.00
Red	Pre Primary Education	16.00	16.00
Amber	Policy and Resources Division	73.00	20.50
Amber	Primary Schools – Non Bank Accounts	245.00	99.00
Amber	Special Schools and Units – Non Bank Accounts	33.00	26.50
	<b>Total Education</b>	<b>614.50</b>	<b>304.50</b>
	<b>Environment</b>		
Red	Client Services	33.00	31.00
Red	Engineering Services	62.00	50.00
Amber	Engineering Services – Transport	0.00	15.00
Green	General	0.00	0.00

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Amber	Planning Services – Building Control	0.00	0.00
Amber	Planning Services	21.00	23.50
Amber	Property Services	37.00	26.00
Amber	EH Environmental Health	34.00	35.00
Green	EH Trading Standards	12.00	12.00
	<b>Total Environment</b>	<b>199.00</b>	<b>192.50</b>
	<b>Fundamental Systems</b>		
Red	Financial Policy	17.50	22.50
Red	Corporate	79.50	79.50
Red	Education	0.00	20.00
Red	Accountancy and Exchequer	81.50	81.50
Red	Revenues and Benefits	104.50	104.50
	<b>Total Fundamental Systems</b>	<b>283.00</b>	<b>308.00</b>
	<b>Leisure Trust</b>		
N/a	Leisure Services	<b>25.00</b>	<b>25.00</b>
	<b>Policy and Community</b>		
Green	Archives	0.00	0.00
Amber	Countryside Services	0.00	0.00
Amber	Community Liaison	5.00	10.00

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Green	Corporate Policy	0.00	12.00
Green	Cultural Services	0.00	0.00
Red	Economic Development	30.00	31.00
Green	Culture, Leisure, Education for Life	0.00	0.00
Amber	Heritage	12.00	5.00
Red	Info in Herefordshire	18.00	18.00
Amber	External Liaison	5.00	10.00
Green	Libraries	21.00	25.50
Amber	Life Long Learning	12.00	0.00
Green	Open Space	0.00	0.50
Green	Public Relations	0.50	0.50
Green	Recreation & Sport	0.50	0.50
Green	Tourism	9.00	9.50
Amber	Youth Service	9.00	9.50
	<b>Total Policy and Community</b>	<b>122.00</b>	<b>132.00</b>
	<b>Social Care and Strategic Housing</b>		
Green	Social Services holding code	0.00	0.00
Green	Asylum Seekers	0.00	0.00
Green	Children's Services	0.00	0.00
Amber	Supported Employment	12.00	0.00
Green	General	5.00	5.00

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Amber	Learning Disabilities	38.00	47.00
Green	Other Adult Services	0.00	0.00
Amber	Older People	47.00	52.00
Amber	Physical Disabilities	11.00	0.00
Amber	Finance and Administration	46.00	23.50
Amber	Strategic Housing	63.00	44.00
Red	Service Strategy	20.00	20.00
Amber	Young People	25.00	25.00
	<b>Total Social Care and Strategic Housing</b>	<b>267.00</b>	<b>216.50</b>
	<b>TOTAL</b>	<b>3230.00</b>	<b>2810.00</b>

**KEY****Red- High Risk****Amber- Medium Risk****Green- Low Risk,**