

Plan Area	Corporate Plan, and Risk Ref:	Year last audited	Previous Assurance level	2021-22 Planned Days	Quarter Prioritised for 2021-22	2022-23 planned days	2023-24 Planned Days	2024-25 Planned Days
Financial Governance:								
Capital		2019-20	Substantial				10	
Treasury Management		2019-20	Substantial				10	
Car Parking & Enforcement	Env.	2018-19	Substantial			15		
Bank Reconciliation		2018-19	Substantial			10		
Creditors and CIS		2017-18	Substantial	10				
External Funding Protocol		2019-20	Substantial				10	
Main Accounting System		2016-17	Substantial			10		
Income & Cash Collection		2017-18	Substantial/ Reasonable/ Limited	10				
Budgetary Control		2016-17	Substantial	10				
VAT		2018-19	Substantial			12		
Insurance and Inventories of Portable Assets		2019-20	Substantial				12	
Housing Systems:								
Homelessness	Comm.	2016-17	Substantial					10
Temporary Accommodation - charging and income generation		New Area	To be Assessed	12				
Housing Allocations and Housing Needs	Comm.	2018-19	Substantial			12		
Private Sector Housing – HMO Licensing and Selective Licensing	Comm.	2016-17	Substantial					10
Right to Buy	Comm.	2017-18	Reasonable	10				
Responsive Repairs & Maintenance		2019-20	Various	15				15
Decent Homes		New Area	To be					10
Void Property Management		2019-20	Various			10		
Garage Deposits/Management		New Area	To be Assessed					8
Tenant Health & Safety		2019-20	Various	10		10		

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Rent Accounting, Collection & Recovery		2019-20	Substantial				15	
Leasehold Services		2017-18	Reasonabl			15		
Rechargeable Works		New Area	To be Assessed	10				
Capital Programme, Planned Maintenance		New Area	To be Assessed				12	
Contract Monitoring & Management		2018-19	Limited				10	
Contract Letting/Procurement Process/Specifications		New Area	To be Assessed			10		
Tenancy Fraud		2017-18	Limited					10
Resident Involvement		New Area	To be Assessed	10				10
Tenancy & Estate Management and Inspections		2012-13	Reasonabl e	10				
Anti-Social Behaviour		2012-13	Reasonabl e				10	
New Capital Build Programme		New Area	To be Assessed				10	
Energy Efficiency, Carbon Reduction & Fuel Poverty Programmes		New Area	To be Assessed				12	
HRA Business Plan	Comm.	2014-15	Substantial				10	
Information Governance:								
Data Protection, FOI and Information Management		2017-18	Limited					10
Technology/Cyber Risks:								
Cloud Computing/Digital		New Area	To be Assessed					
Corporate Governance:								

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Governance & Culture Review		New Area	To be Assessed	10				
Members' Code of Conduct, Register of Interests, Gifts and Hospitality, and Standards Arrangement		2020-21	Reasonable					10
Officers' Code of Conduct and Gifts and Hospitality		2016-17	Reasonable					10
Local Code of Corporate Governance		2016-17	Limited					8
Complaints Monitoring		2018-19	Limited			10		
Shared Services Monitoring		2012-13	Reasonable				10	
Partnerships		2012-13	Reasonable				10	
Scheme of Officer Delegations		2017-18	Substantial				10	
Corporate/Governance and Audit Committee		Annually	N/A	32	1 to 4	32	32	32
Project Management		2016-17	Limited					10
Performance Management & Data Quality:								
Performance Management		2017-18	Reasonable/Limited	10	3			
Fraud Risk:								
Anti-Fraud & Corruption Assurance Mapping		2019-20	N/A			15		
Risk Management:								
Risk Management	Informs all Corporate Risks	2017-18	Reasonable	10			10	
Other:								

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Liaison with the External Auditors	N/A	Annually	N/A	1	1 to 4	1	1	1
Previous Year Work in Progress b/fwd	N/A	Annually	N/A	5	1	5	5	5
Follow-up	N/A	Annually	N/A	15	1 to 4	15	15	15
Procurement & Contract Management:								
CSO Compliance		2019-20	Reasonable				12	
Service Contract Management		2016-17	Limited	12				
Receipt and Opening of Tenders		2017-18	Substantial					10
Procurement		2016-17	Substantial					10
Asset Management:								
Asset Management; Commercial Properties and Concessions (incl, Industrial estates, Innovation centre etc)	Growth	2017-18	Limited	10			10	
Commercial Properties - Compliance		New Area	To be Assessed					
Service Level Audits:								
Cemeteries and Crematoria		2020-21	Reasonable					12
Thanet Lottery		New Area	To be Assessed	15	4			
Safeguarding Children and Vulnerable Groups/DBS Checks		2018-19	Reasonable			12		
Community Safety	Comm.	2018-19	Reasonable			10		
Coastal Management		2016-17	Substantial					10
CCTV	Comm.	2018-19	Substantial			10		
Dog Warden Service, Street Scene and Litter Enforcement (incl. graffiti and flytipping)	Env.	2018-19	Reasonable			10		
Electoral Registration & Election		2018-19	Reasonable	10				

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Environmental Health – Food Safety	Env.	2018-19	Substantial			10		
Environmental Health – Public Health Burials	Env.	2020-21	Limited					7
Environmental Health – Health and Safety at Work	Env.	2015-16	Limited					10
Environmental Health - Environmental Protection Service Requests	Env.	2016-17	Substantial				10	
Environmental Health - Pollution, Contaminated Land, Air and Water Quality	Env.	2017-18	Substantial			10		
Business Continuity and Emergency Planning		2018-19	Reasonable			12		
Playgrounds		2016-17	Limited	10				
Equality and Diversity		2014-15	Reasonable	10				
Grounds Maintenance	Env.	2019-20	Reasonable/Limited			15		
Dalby Square Heritage Grants and Housing Intervention Grants	Comm.	2015-16	Substantial				10	
Disabled Facilities Grants	Comm.	2020-21	Substantial					10
Land Charges		2017-18	Substantial	10				
Licensing		2018-19	Substantial			10		
Museums		2015-16	Limited			10		12
Allotments		2017-18	Reasonable				10	
Legal Services		Not audited by EKAP, assurance is instead provided by LEXCEL accreditation						
Ramsgate Port, Marina & Broadstairs Harbour	Growth	2019-20	Substantial	12	3			
Ramsgate Harbour Accounts	Growth	2019-20	Not Applicable	5	2	5	5	5

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East Kent Opportunities	Growth	2018-19	N/A			12		
Members' Allowances and Expenses		2016-17	Substantial					10
Planning Applications, Income and s106 Agreements	Env.	2019-20	Reasonable				12	
Building Control	Env.	2019-20	Limited				10	
Phones, Mobiles and Utilities		2020-21	Reasonable					10
Printing and Post		2019-20	Substantial				10	
YourLeisure - Sports and Leisure	Comm.	2014-15	Reasonable/Limited					13
Event Management, Sports & Community Development	Comm.	2014-15	Reasonable	10				
Visitor Information Arrangements	Growth	2015-16	Substantial				10	
Waste and Street Cleansing Vehicle Fleet Management	Env.	2017-18	Reasonable					15
Garden Waste and Recycling Income	Env.	2017-18	Reasonable	12	2			
Refuse Collection	Env.	2016-17	Reasonable					12
Street Cleansing	Env.	2018-19	Limited	14	4			
Climate Change	Env.	2009-10	To be Assessed				7	
Employee Health, Safety and Welfare		2018-19	Reasonable			12		
Total Planned Days:				320		320	320	320