

Plan Area	Corporate Plan, and Risk Ref:	Year last audited	Previous Assurance level	2023-24 Planned Days	Quarter Prioritised for 2023-24	2024-25 Planned Days	2025-26 Planned Days	2026-27 planned days
Financial Governance:								
Capital		2019-20	Substantial	10	3			
Treasury Management		2019-20	Substantial	10	3			
Car Parking & Enforcement	Env.	2022-23	Substantial				10	
Bank Reconciliation		2021-22	Substantial					10
Creditors and CIS		2021-22	Reasonable				10	
External Funding Protocol		2019-20	Substantial	10	3			
Main Accounting System		2016-17	Substantial			10		
Income & Cash Collection		2021-22	Substantial Limited				10	
Budgetary Control		2021-22	Substantial				10	
VAT		2022-23	Reasonable					10
Insurance and Inventories of Portable Assets		2019-20	Substantial	10	2			
Housing Systems:								
Homelessness	Comm.	2016-17	Substantial	10	2			
Housing Allocations and Housing Needs	Comm.	2022-23	Substantial					10
Private Sector Housing – HMO Licensing and Selective Licensing	Comm.	2022-23	Substantial					10
Right to Buy	Comm.	2021-22	Reasonable				10	
Responsive Repairs & Maintenance		2021-22	Limited				10	
Decent Homes		New Area	To be Assessed			10		
Void Property Management		2019-20	Various	10	4			
Garage Deposits/Management		New Area	To be Assessed			8		
Tenant Health & Safety		2019-20	Various				10	10
Rent Accounting, Collection & Recovery		2019-20	Substantial	10	2			
Leasehold Services		2017-18	Reasonable					10

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Rechargeable Works		New Area	To be Assessed				10	
Capital Programme, Planned Maintenance		2022-23	22-23 WIP					10
Contract Letting, Monitoring & Management		2022-23	22-23 WIP				9	
Tenancy Fraud		2017-18	Limited	10	1			
Resident Involvement		New Area	To be Assessed	10	3		10	
Tenancy & Estate Management and Inspections		2021-22	Reasonable				10	
Anti-Social Behaviour		2012-13	Reasonable	5	2			
New Capital Build Programme		New Area	To be Assessed			10		
Energy Efficiency, Carbon Reduction & Fuel Poverty Programmes		New Area	To be Assessed			10		
HRA Business Plan	Comm.	2014-15	Substantial	10	1			
Human Resources:								
Recruitment & Leavers		2021-22	Substantial				10	
Absence Management, Annual Leave and Flexi Leave		2022-23	Limited Reasonable Limited					10
Apprenticeships		2018-19	Substantial/Reasonable			10		
Payroll		2022-23	Substantial	6	2	3	3	3
Employee Benefits in kind		2019-20				3		
Employee Allowances and Expenses		2017-18					3	
Information Governance:								
Data Protection, FOI and Information Management		2021-22	Limited			10		
Technology/Cyber Risks:								
Cloud Computing/Digital		2021-22	Reasonable				10	10

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Corporate Governance:								
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		2022-23	Substantial			10		10
Local Code of Corporate Governance		2020-21	Limited					
Complaints Monitoring		2022-23	No					10
Scheme of Officer Delegations		2017-18	Substantial	10	4			
Corporate/Governance and Audit Committee		Annually	N/A	32	1 to 4	32	32	32
Project Management		2017-18	Limited			10		10
Performance Management & Data Quality:								
Performance Management		2017-18	Reasonable/ Limited	10	3		10	
Fraud Risk:								
Data Analytics		2019-20	N/A	10	4	10		10
Risk Management:								
Risk Management	Informs all Corporate Risks	2021-22	Reasonable				10	
Other:								
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	10	2			
Service Contract Management		2016-17	Limited				10	
Receipt and Opening of Tenders		2017-18	Substantial			10		
Procurement		2016-17	Substantial			10		

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Asset Management:								
Asset Management; Commercial Properties and Concessions (incl, Industrial estates, Innovation centre etc)	Growth	2021-22	Limited				10	
Commercial Properties - Compliance		New Area	To be Assessed			10		
ICT								
ICT – Change Controls / Updates		2016/17 (2021)	Substantial	15	4			
ICT - Data Management		2017/18	Substantial			15		
ICT – Network Security		2018/19	Substantial	10	3			
ICT – Procurement and Disposal		2017/18 (2021)	Reasonable			15		
ICT – Physical and Environment		2019/20	Substantial				15	
ICT - Cyber Security		New Area	To be Assessed	10	1	10		
ICT - Software Licensing		2020/21	Reasonable / Limited					15
ICT - PCI-DSS		2018/19	Reasonable / Limited				15	
ICT - Disaster Recovery		2020/21	Reasonable					15
Service Level Audits:								
Cemeteries and Crematoria		2020-21	Reasonable			10		
Thanet Lottery		2021-22	Limited				10	
Safeguarding Children and Vulnerable Groups/DBS Checks		2022-23	Reasonable					10
Community Safety	Comm.	2018-19	Reasonable	9	2			10
Coastal Management		2016-17	Substantial			10		
CCTV	Comm.	2022-23	Reasonable					10

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Dog Warden Service, Street Scene and Litter Enforcement (incl. graffiti and flytipping)	Env.	2022-23	Reasonable Reasonable No					10
Electoral Registration & Election Management		2021-22	Reasonable				10	
Environmental Health – Food Safety	Env.	2022-23	Substantial					10
Environmental Health – Public Health Burials	Env.	2020-21	Limited			10		
Environmental Health – Health and Safety at Work	Env.	2015-16	Limited			10		
Environmental Health - Environmental Protection Service Requests	Env.	2016-17	Substantial	10	1			
Environmental Health - Pollution, Contaminated Land, Air and Water Quality	Env.	2022-23	Substantial					10
Business Continuity and Emergency Planning		2018-19	Reasonable					10
Playgrounds		2021-22	Reasonable				10	
Equality and Diversity		2021-22	Limited				10	
Grounds Maintenance	Env.	2019-20	Reasonable/ Limited	10	3			
Disabled Facilities Grants	Comm.	2020-21	Substantial			10		
Licensing		2022-23	22-23 WIP					10
Museums		2022-23	Limited					10
Allotments		2017-18	Reasonable			10		
Legal Services		Not audited by EKAP, assurance is instead provided by LEXCEL compliance						
Ramsgate Port, Marina & Broadstairs Harbour	Growth	2021-22	Reasonable				10	
Ramsgate Harbour Accounts	Growth	2022-23	Not Applicable	5	2	5	5	5
East Kent Opportunities	Growth	2022-23	22-23 WIP					10
Members' Allowances and Expenses		2016-17	Substantial			10		

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Planning Applications, Income and s106 Agreements	Env.	2019-20	Reasonable	10	1			
Building Control	Env.	2019-20	Limited	10	4			
Phones, Mobiles and Utilities		2020-21	Reasonable			10		
Printing and Post		2019-20	Substantial				10	
YourLeisure - Sports and Leisure	Comm.	2014-15	Reasonable/ Limited	10	3			
Event Management, Sports & Community Development	Comm.	2014-15	Reasonable			11		
Visitor Information Arrangements	Growth	2015-16	Substantial	10	3			
Waste and Street Cleansing Vehicle Fleet Management	Env.	2022-23	Reasonable			10		12
Garden Waste	Env.	2017-18	Reasonable	10	2			
Refuse Collection	Env.	2016-17	Reasonable	10	1		10	
Street Cleansing	Env.	2021-22	No Assurance				10	
Climate Change	Env.	2020-21	N/A	5	4	5	5	5
Employee Health, Safety and Welfare		2018-19	Reasonable	10	1			10
Total Planned Days:				348		348	348	348

Thanet Audits falling outside a 4 year cycle:

Main Accounting System		2016-17	Substantial			10		
Decent Homes		New Area	To be Assessed			10		
Garage Deposits/Management		New Area	To be Assessed			8		
Tenant Health & Safety		2019-20	Various				10	10

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Leasehold Services		2017-18	Reasonable					10
Rechargeable Works		New Area	To be Assessed				10	
New Capital Build Programme		New Area	To be Assessed			10		
Energy Efficiency, Carbon Reduction & Fuel Poverty Programmes		New Area	To be Assessed			10		
Apprenticeships		2018-19	Substantial/Reasonable			10		
Service Contract Management		2016-17	Limited				10	
Receipt and Opening of Tenders		2017-18	Substantial			10		
Procurement		2016-17	Substantial			10		
Commercial Properties - Compliance		New Area	To be Assessed			10		
ICT - Data Management		2017/18	Substantial			15		
ICT – Physical and Environment		2019/20	Substantial				15	
ICT - PCI-DSS		2018/19	Reasonable / Limited				15	
Coastal Management		2016-17	Substantial			10		
Environmental Health – Health and Safety at Work	Env.	2015-16	Limited			10		
Business Continuity and Emergency Planning		2018-19	Reasonable					10
Dalby Square Heritage Grants and Housing Intervention Grants	Comm.	2015-16	Substantial			10		
Allotments		2017-18	Reasonable					
Members' Allowances and Expenses		2016-17	Substantial			10		
Printing and Post		2019-20	Substantial				10	
Event Management, Sports & Community Development	Comm.	2014-15	Reasonable				10	

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Plan Area	Corporate Plan, and Risk Ref:	Year last audited	Previous Assurance level	2023-24 Planned Days	Quarter Prioritised for 2023-24	2024-25 Planned Days	2025-26 Planned Days	2026-27 planned days
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EKS/CIVICA PLAN:

Plan Area	Year last audited	Risk / corp plan / service	Previous assurance level	Follow Up	2023-24 Planned Days	2024-25 Planned Days	2025-26 Planned Days	2026-27 Planned Days
EK Services - Revenues & Benefits (CIVICA)								
Housing Benefits – Payment	2021/22	Service	Substantial	To review			15	
Housing Benefits – Overpayments	2020/21	Service	Substantial	Substantial		15		
Housing Benefits – Admin & Assessment	2017/18	Service	Substantial	Substantial	15			
Housing Benefit - Appeals	2019/20	Service	Substantial	Substantial		15		
Housing Benefit - DHP	2022/23	Service	Substantial	-				15
Housing Benefit - Subsidy	2020/21	Service	Substantial	Substantial			15	
Housing Benefit Testing	2021/22	Service	N/A	N/A	20	20	20	15
Council Tax	2021/22	Service	Substantial	Substantial			15	
Council Tax Reduction Scheme	2017/18	Service	Substantial	Substantial	15			
Customer Services/Gateway	2016/17	Service	Substantial	Substantial	15			
Business Rates	2022/23	Service	Substantial	-				15
Business Rates Reliefs / Credits	2019/20	Service	Substantial	Substantial		15		
Debtors and Rechargeable Works	2018/19	Service	Substantial	Substantial				15
Key Performance Indicators	2022/23	Service	Substantial	Substantial				5
Sub-Total EK Services Planned Days					65	65	65	65
EK Services Corporate								
Meetings/ Audit Plan					4	4	4	4
WIP at Year End Carried Forward / Follow Up					5	5	5	5
Sub-Total EK Services Corporate					9	9	9	9
Total					74	74	74	74

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Plan Area	Year last audited	Risk / corp plan / service	Previous assurance level	Follow Up	2023-24 Planned Days	2024-25 Planned Days	2025-26 Planned Days	2026-27 Planned Days
Reviews outside of four year cycle								
Housing Benefit Admin & Assessment	2017/18	Service	Substantial	Substantial	15			
Housing Benefit Appeals	2019/20	Service	Substantial	Substantial		15		
Housing Benefits Subsidy	2020/21	Service	Substantial	Substantial			15	
Council Tax Reduction Scheme	2017/18	Service	Substantial	Substantial	15			
Customer Services	2016/17	Service	Substantial	Substantial	15			
Business Rates Reliefs & Credits	2019/20	Service	Substantial	Substantial		15		