

Plan Area	Corporate Statement Priority Ref:	Year Last Audited	Previous Assurance level	2024-25 Planned Days	Quarter Prioritised for 2024-25	2025-26 Planned Days	2026-27 planned days	2027-28 Planned Days
<b>Financial Governance:</b>								
Capital	Priority 5	2023-24	Substantial					10
Treasury Management	Priority 5	2023-24	Substantial					10
Car Parking & Enforcement	Priority 5	2022-23	No			10		
Bank Reconciliation	Priority 5	2021-22	Substantial				10	
Creditors and CIS	Priority 5	2021-22	Reasonable			10		
External Funding Protocol	Priority 5	2023-24	Limited					10
Main Accounting System	Priority 5	2016-17	Substantial	10	3		10	
Income & Cash Collection	Priority 5	2021-22	Substantial Limited			10		
Budgetary Control	Priority 5	2021-22	Substantial			10		
VAT	Priority 5	2022-23	Reasonable				10	
Insurance & Inventories of Portable Assets	Priority 5	2023-24	Substantial					10
<b>People Management:</b>								
Recruitment & Leavers	Priority 5	2021-22	Substantial			10		
Absence Management, Annual Leave and Flexi Leave	Priority 5	2022-23	Limited Reasonable Limited				15	
Apprenticeships	Priority 5	2018-19	Substantial/Reasonable	10	4			
Payroll	Priority 5	2023-24	23-24 WIP	3	3	3	3	3
Employee Benefits in Kind	Priority 5	New Area	To be Assessed	3	3			
Employee Allowances and Expenses	Priority 5	New Area	To be Assessed			3		
<b>Corporate Governance:</b>								
Members' Code of Conduct, Register of Interests, Gifts and Hospitality, and Standards Arrangement	Priority 5	2020-21	Reasonable	10	1			

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Officers' Code of Conduct and Gifts and Hospitality	Priority 5	2022-23	Substantial				10	
Local Code of Corporate Governance	Priority 5	2020-21	Limited			10		
Data Protection, FOI and Information Management	Priority 5	2021-22	Limited	10	3			10
Complaints Monitoring	Priority 5	2022-23	Reasonable				10	
Scheme of Officer Delegations	Priority 5	2023-24	23-24 WIP					10
Risk Management	Priority 5	2021-22	Substantial			10		
Project Management	Priority 5	2017-18	Limited	10	3		10	
Performance Management	Priority 5	2023-24	23-24 WIP			10		10
<b>Counter Fraud Assurance:</b>								
Data Analytics	Priority 5	2023-24	N/A	8	4		10	10
Duplicate Payements Testing	Priority 5	2021-22	N/A	2	2		2	
Tenancy Fraud	Priority 2	2017-18	Limited	10	3			10
<b>Procurement &amp; Contract Management:</b>								
CSO Compliance	Priority 5	2023-24	23-24 WIP					10
	Priority 5							
Service Contract Management	Priority 5	2016-17	Limited	10	2			
Receipt and Opening of Tenders	Priority 5	2017-18	Substantial	5	3			
Procurement	Priority 5	2016-17	Substantial	8	3			
<b>Asset Management:</b>								
Asset Management; Commercial Properties and Concessions (incl, Industrial estates, Innovation centre etc)	Priority 4	2021-22	Limited			10		
Commercial Properties - Compliance	Priority 4	New Area	To be Assessed	10	4			
<b>Cyber Security &amp; Data Assurance:</b>								
ICT – Change Controls & Updates	Priority 5	2023-24	23-24 WIP					15

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Network Security, Data Management & PCI-DSS	Priority 5	2017-18	Substantial	14	2		15	
ICT Acquisitions and Disposals	Priority 5	2017-18 (2021)	Reasonable	14	4			15
ICT Physical & Environment	Priority 5	2020-21	Reasonable			15		
ICT - Cyber Security	Priority 5	2023-24	Limited					15
Software Licensing	Priority 5	2020-21	Reasonable / Limited			15		
<b>Service Assurance: Housing</b>								
Homelessness	Priority 2	2023-24	Reasonable/ Limited					10
Housing Allocations and Housing Needs	Priority 2	2022-23	Substantial				10	
Private Sector Housing – HMO Licensing & Selective Licensing	Priority 2	2022-23	Substantial				10	
Right to Buy	Priority 2	2021-22	Reasonable			10		
Responsive Repairs & Maintenance & Void Property Management	Priority 2	2021-22	Reasonable			10		
Decent Homes	Priority 2	New Area	To be Assessed	5	3			
Garage Management	Priority 2	New Area	To be Assessed	7	1			
Tenant Health & Safety	Priority 2	2019-20	Various	10	2		10	
Rent Accounting, Collection & Recovery	Priority 2	2023-24	Reasonable/ Limited					10
Leasehold Services	Priority 2	2017-18	Reasonable				15	
Rechargeable Works	Priority 2	New Area	To be Assessed	10	2	10		
Capital Programme, Planned Maintenance	Priority 2	2022-23	Reasonable				15	
Contract Letting, Monitoring & Management	Priority 2	2022-23	Reasonable			9		
Resident Involvement	Priority 2	2023-24	23-24 WIP			10		10

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Tenancy & Estate Management & Inspections	Priority 2	2021-22	Reasonable			10		
Anti-Social Behaviour	Priority 2	2023-24	Reasonable/ Limited					10
New Capital Build Programme	Priority 2	New Area	To be Assessed	10	4			
Energy Efficiency, Carbon Reduction & Fuel Poverty Programmes	Priority 2	New Area	To be Assessed	10	4			
HRA Business Plan	Priority 2	2023-24	Substantial					10
<b>Service Assurance: Environmental &amp; Operational</b>								
Cemeteries and Crematoria	Priority 3	2020-21	Reasonable	10	3			
Thanet Lottery	Priority 4	2021-22	Limited			10		
Safeguarding Children and Vulnerable Groups/DBS Checks	Priority 1	2022-23	Reasonable				10	
Community Safety	Priority 1	2023-24	Substantial/ Limited					10
Coastal Management	Priority 3	2016-17	Substantial	10	1			
CCTV	Priority 1	2022-23	Reasonable				10	
Dog Warden Service, Street Scene and Litter Enforcement (incl. graffiti and flytipping)	Priority 1	2022-23	Reasonable Reasonable No				10	
Electoral Registration & Election Management	Priority 5	2021-22	Reasonable			15		
Environmental Health – Food Safety	Priority 3	2022-23	Substantial				10	
Environmental Health – Public Health Burials	Priority 3	2020-21	Limited	10	1			
Environmental Health – Health and Safety at Work	Priority 3	2015-16	Limited	10	3			
Environmental Health - Environmental Protection Service Requests	Priority 3	2023-24	Substantial					10
Environmental Health - Pollution, Contaminated Land, Air and Water Quality	Priority 3	2022-23	Substantial				10	
Business Continuity & Emergency Planning	Priority 5	2018-19	Reasonable	10	2		15	
Playgrounds	Priority 1	2021-22	Reasonable			10		

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Equality and Diversity	Priority 5	2021-22	Limited			10		
Grounds Maintenance	Priority 1	2023-24	23-24 WIP					12
Disabled Facilities Grants	Priority 2	2020-21	Substantial	10	1			
Licensing	Priority 1	2022-23	22-23 WIP				10	
Museums	Priority 4	2022-23	Limited				10	
Allotments	Priority 1	2017-18	Reasonable	6	2		10	
Ramsgate Port, Marina & Broadstairs Harbour	Priority 4	2021-22	Reasonable			15		
	Priority 4							
Ramsgate Harbour Accounts	Priority 4	2022-23	Not Applicable	5	3	5	5	5
East Kent Opportunities	Priority 4	2022-23	No				10	
Members' Allowances and Expenses	Priority 5	2020-21	Substantial	10	1			
Planning Applications, Income and s106 Agreements	Priority 3	2023-24	Substantial/ Limited					10
Building Control	Priority 3	2019-20	Limited					10
Phones, Mobiles and Utilities	Priority 5	2020-21	Reasonable	10	2			
Printing and Post	Priority 5	2019-20	Substantial			10		
YourLeisure - Sports and Leisure	Priority 4	2014-15	Reasonable/ Limited					10
Event Management, Sports & Community Development	Priority 4	2014-15	Reasonable	10	1			
Visitor Information Arrangements	Priority 4	2023-24	23-24 WIP					10
Waste and Street Cleansing Vehicle Fleet Management	Priority 1	2022-23	Reasonable/ No				15	
Garden Waste	Priority 1	2017-18	Reasonable					10
Refuse Collection	Priority 1	2023-34	Reasonable			15		10
Street Cleansing	Priority 1	2021-22	No Assurance			15		

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Climate Change	Priority 1	2020-21	N/A	5	4	5	5	5
Employee Health, Safety and Welfare	Priority 5	2023-24	Limited					10
<b>Other:</b>								
Liaison with the External Auditors	Priority 5	Annually	N/A	1	1 to 4	1	1	1
Previous Year Work in Progress b/fwd	Priority 5	Annually	N/A	5	1	5	5	5
Follow-Up	Priority 5	Annually	N/A	15	1 to 4	15	15	15
Corporate/Governance & Audit Committee	Priority 5	Annually	N/A	32	1 to 4	32	32	32
<b>Total Planned Days:</b>				<b>348</b>		<b>348</b>	<b>348</b>	<b>363</b>

**Audits falling outside a 4 year cycle:**

Plan Area	Corporate Plan, and Risk Ref:	Year last audited	Previous Assurance level			2025-26 Planned Days	2026-27 planned days	2027-28 Planned Days
Local Code of Corporate Governance		2020-21	Limited			10		
Printing and Post		2019-20	Substantial			10		
Leasehold Services		2017-18	Reasonable				15	

**EK SERVICES STRATEGIC AUDIT PLAN 2024/28**

Plan Area	Year last audited	Risk / corp plan / service	Previous assurance level	Follow Up Assurance Level	2024-25 Planned Days	2025-26 Planned Days	2026-27 Planned Days
<b>EK Services - Revenues &amp; Benefits (CIVICA)</b>							
Housing Benefits – Payment	2021/22	Service	Substantial	Substantial		16	
Housing Benefits – Overpayments	2020/21	Service	Substantial	Substantial	16		
Housing Benefits – Admin & Assessment	2023/24	Service	Substantial	Substantial			15
Housing Benefit - Appeals	2019/20	Service	Substantial	Substantial	16		
Housing Benefit - DHP	2022/23	Service	Substantial	Substantial		16	

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Housing Benefit Subsidy	2020/21	Service	Substantial	Substantial		16		
Council Tax	2021/22	Service	Substantial	Substantial		16		
Council Tax Reduction Scheme	2023/24	Service	WIP				15	
Customer Services	2016/17	Service	Substantial	Substantial	16			
Business Rates	2022/23	Service	Substantial	Substantial			15	
Business Rates Reliefs / Credits	2019/20	Service	Substantial	Substantial	16			
Debtors and Rechargeable Works	2022/23	Service	Substantial	Substantial			15	
Key Performance Indicators	2022/23	Service	Substantial	Substantial			4	
<b>Sub-Total EK Services Planned Days</b>					<b>64</b>	<b>64</b>	<b>64</b>	
<b>EK Services Corporate</b>								
Meetings/ Audit Plan					5	5	5	
WIP at Year End Carried Forward / Follow Up					5	5	5	
<b>Sub-Total EK Services Corporate</b>					<b>10</b>	<b>10</b>	<b>10</b>	
<b>Total Days</b>								
					<b>74</b>	<b>74</b>	<b>74</b>	
<b>Plan Area</b>								
	<b>Year lasted audited</b>	<b>Risk / corp plan / service</b>	<b>Previous Assurance Level</b>	<b>Follow Up Assurance Level</b>	<b>2024-25 Planned Days</b>	<b>2025-26 Planned Days</b>	<b>2026-27 Planned Days</b>	
<b>Reviews outside of three year cycle</b>								
Housing Benefit Appeals	2019/20	Service	Substantial	Substantial	16			
Housing Benefits – Overpayments	2020/21	Service	Substantial	Substantial	16			
Housing Benefit Subsidy	2020/21	Service	Substantial	Substantial		16		
Customer Services	2016/17	Service	Substantial	Substantial	16			
Business Rates Reliefs & Credits	2019/20	Service	Substantial	Substantial	16			