

**TEIGNBRIDGE DISTRICT COUNCIL**  
**Auditable Activities Shown Over a 3 Year Period**

**APPENDIX B**

Note: Some low-medium risk areas have no time allocated. These can still be audited if their risk profile changes.

<b>AUDITABLE SYSTEM / ACTIVITY</b>	<b>RISK H/M/L</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>	<b>Notes</b>
<b>Core Financial Systems</b>					
Benefits & Council Tax Support	H	✓	✓	✓	
Income and Banking	H	✓	✓	✓	
Council Tax	H	✓	✓	✓	
Creditor Payments	H	✓	✓	✓	
Debtors	H	✓	✓	✓	
Main Accounting & Budgetary Control	H	✓	✓	✓	
NDR (Business Rates)	H	✓	✓	✓	
Payroll	H	✓	✓	✓	
Treasury Management	H	✓	✓	✓	
<b>Strategic Place</b>					
Capital Projects	H		✓		
Estates (inc. land rental/rent review process)	H	✓			
Economic Development	H				
Building Maintenance / Property Management	M		✓		
Markets	L				
Tourism and Marketing (inc. Info Centres)	L				
Car Parks	H		✓		
Coastal Monitoring Programme	M	✓		✓	
Planning - Dev Control / Enforcement	H			✓	
Community Infrastructure Levy & S.106	H	✓	✓	✓	
Building Control	H			✓	
Land Charges	M		✓		
Street Naming and Numbering	L				
Housing Homelessness	M			✓	
Housing Allocations (Devon Home Choice)	M		✓		
Housing Counter Fraud Work	M	✓			
Housing Data Returns (HIP HSSA / P1E)	L				
Housing Finance	M		✓		
Housing Enforcement	H			✓	
Housing Grants and Loans (Private Sector)	M		✓		
Housing Empty Homes / NHB	H		✓		
Customer Svcs (Comments / Complaints)	M		✓		

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<b>Environmental Health and Wellbeing</b>					
Abandoned Vehicles	L				
Cemeteries	L				
Beaches/Resorts/Beach Huts/Boat Storage	L				
Dog Warden Scheme	L				
Leisure Centres	H	✓			
Leisure Sites - Seasonal	H		✓		
Licensing inc. Hackney Carriages	M	✓			
MOT Services / Workshop Charges	L			✓	
Parks/Open Spaces (inc.Grnds Maint Contract)	M		✓		
Waste, Recycling and Cleansing	H		✓		
Stores inc Fuel Supplies	M			✓	
Utilities and Water Monitoring	H		✓		
Emergency Planning & Business Continuity	M			✓	
Env Health Food /Water Sample/Noise/Pest etc)	M			✓	
Crime & Disorder Partnership (Annual Claim)	L				
<b>Corporate Services / Governance / Council Wide</b>					
Risk Register (Audit of Mitigations)	H	✓	✓	✓	
Absence Monitoring / Flexitime Scheme	L				
Authorised Signatories	L				
BACS - Smarter Pay System	M	✓			
Banking (Contract and Charges)	M			✓	
Car Loans / Leases	L	✓			
Central Printing / Stationery / Office Supplies	L				
Cheque Control	L				
Credit Cards	M	✓			
Corporate Governance Review	M	✓			
Councillors' Community Funds & Elector Fund	M			✓	
Data Quality of Business Information	M		✓		
Direct Debits	L				
Elections	M	✓			
Fees and Charges	L			✓	
Freedom of Information	L		✓		
Grants - Certifying Various Returns	M				

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**Corporate Services / Governance / Council Wide (continued)**

Health and Safety

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Strata ICT Services

Internal audit assurance for Teignbridge's ICT company Strata Service Solutions is provided by Devon Audit Partnership (DAP). A small allocation of time has therefore been made to cover any residual auditing that may be required locally to supplement the DAP assurance.

ICT Audit - Local Contingency / Assurance Map	H	✓			
ICT Audit - Devon Infosec Group Membership	H	✓			
Information Security (ongoing programme of assurance)	H	✓			
GDPR	H	✓			
HR - Recruitment, Absence, etc.	M	✓			
HR - Learning and Development	M			✓	
Insurance	M		✓		
Long Service Awards	L				
Media and Communications inc. Social Media	M		✓		
Member Allowances	L				
Mortgages	L				
Old Forde House Management (re-charges etc.)	L				
Partnerships/Grants/Funding External Bodies	M		✓		
Petty Cash Control Account Reconciliation	L				
Postages	L				
Procurement / Contracts / Tendering	M			✓	
Register of Officer Interests	M	✓			
Removal & Disturbance Allowances	L				
Regulation of Investigatory Powers Act (RIPA)	L				
Safeguarding	H		✓		
Transport / Corporate Vehicle Management	M			✓	
Travel & Subsistence	M	✓			
VAT	M		✓		

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**Other / Non-Audit**

Counter Fraud Work (Policy reviews, Anti Money Laundering, Whistleblowing, fraud risk assessment, advice & fraudline referrals)	-			✓	
Task and Finish Groups and BEST 2020	-			✓	
Transformation - One Teignbridge	-			✓	
AGS	-			✓	
Financial Instructions and Contract Rules	-			✓	
National Fraud Initiative	-			✓	
Advice and Assistance (general)	-			✓	