

Service Name	Audit Type	Transactions Score Weighting x 3	Internal Control Score Weighting x 3	System Changes Score Weighting x 2	Risk Level	Planned Time	Last audited / followed up
<b>EBC only</b>							
Corporate Credit Card Usage	Review	4	5	5	37	10	NYA
Theatres (Box office/FOH/ Marketing)	Review	5	3	2	28	20	Feb-13
Housing (inc EHL contract)	Review	5	2	3	27	20	Oct-13
Land Charges & Searches	Review	4	2	4	26	5	Dec-13
Devolved Budgets	Review	3	2	4	23	7	Oct-13
Cafi - Purchasing	Computer	5	1	2	22	10	Jul-13
Car Parking including Permits	Request	3	2	3	21	10	Aug-15
Elections and Electoral Register	Review	3	1	4	20	10	Dec-12
Cemeteries & Crematorium	Review	5	1	1	20	10	Jun-13
Officers Expenses	Review	4	1	2	19	5	Apr-14
Use of Council Vehicles	Request				5	8	
<b>COVERING EBC AND LDC</b>							
<b>Half of time - other half Lewes</b>							
Arrears collection (across authority)	Review	5	5	5	40	10	NYA
Estates Management (compliance)	Review	5	5	4	38	10	NYA
Ethics	Annual	3	5	2	28	5	NYA
Customer Services	Lewes request					10	
<b>Conducted solely by EBC</b>							
HMO Licensing	Review	3	1	1	14	10	Aug-13
Postal Services	Review	3	1	4	20	10	Mar-13
Procurement (compliance with CPRs)	Request					10	
<b>EHL</b>							
Estates management		4	2	3	24	10	2010
Void Management		5	2	3	27	10	2011
Aids and Adaptations		4	2	3	24	10	2011

NB - this is half the time planned for these reviews - the other half will be included on the Lewes plan

**Risk**

- 8 - 20 Low
- 21 - 32 Medium
- 33 - 40 High

**Transaction Score**

- 1 - Under £5k
- 2 - £5001-£25000
- 3 - £25001 - £200000
- 4 - £200001 - £500000
- 5 - Over £500000

**Internal Control Score**

- 1 - Excellent internal controls
- 2 - Good controls
- 3 - Adequate controls
- 4 - Unsatisfactory controls
- 5 - Major issues raised (or unknown)

**System Change Score**

- 1 - Not subject to frequent of major change
- 2 - Subject to infrequent or minor change
- 3 - Subject to average change
- 4 - Subject to frequent minor/infrequent major changes
- 5 - Subject to frequent/major change