TTL Properties Limited (TTLP) Integrated Assurance and Audit Schedule – Forward Plan   **Appendix 2**

Priority	Topic	Evidence of Need	Type	Who	When	Objectives
1	Revenue collection/debt management	• Debt recovery activities are an important part of managing the revenue stream. • There has been increasing levels of arrears over the last couple of years.	Audit	Internal Audit (IA)	2023/24 Q1	• To provide assurance over the effectiveness and adequacy of the debt collection process.
2	Due diligence process (new tenants)	• Tenants need to be financially secure so that they do not default on rent payments. They need to be fully vetted to ensure this is the case. • A new vetting process was introduced over a year ago and has yet to be tested for effectiveness.	Audit	IA	2023/24 Q1	• To provide assurance on the adequacy and effectiveness of the due diligence process for bringing new tenants on board.
5	First line assurance	• Proposals for first line assurance are being developed, including the introduction of a Programme Management Office.	Targeted	Project Assurance (PA)	2023/24 Q1/Q2	• To assess the appropriateness of the proposed improvements to first line assurance.

Priority	Topic	Evidence of Need	Type	Who	When	Objectives
6	Project financial hurdles	• Large projects and investments are appraised using financial hurdles. • Some hurdles are being considered as unnecessary as investment decisions are made.	Targeted	Independent Investment Programme Advisory Group (IIPAG)	2023/24 Q1	• To assess the appropriateness of any proposed changes. • To consider the process and governance regarding exemptions.
7	Key investment decisions	• Second- and third-line assurance required to support significant authority requests/investment decisions.	Targeted	PA/IIPAG	Ongoing	• To provide a recommendation on key decisions and investment requests to support decision makers.