

## Open Agreed Actions as at 13<sup>th</sup> June 2025

AP ID	ID	Audit Title	Issue Title	Issue Status	Period	Priority Score	Original Timescale	Timescale	Follow-Up Assessment
835	770	WODC - Climate Change Strategy - September 2022	Strategy and Plan Refresh	Pending Remediation	2022/23	3	30/09/2023	31/07/2025	March 2025: Carbon Action Plan has been reviewed and updated as per the action. Executive decision for Climate Change Strategy has been delayed again and is now due 9.7.25.
3175	2968	PUB - ICT Business Continuity/Disaster Recovery 2023/24	ICT and Emergency Planning Formal Engagement and Alignment	Pending Remediation	2023/24	2	31/03/2024	31/07/2025	April 2025: Timescale extended at the request of the CTO until after the phase 2 transition as council structures and emergency arrangements have not been finalised.
3536	3313	PUB - Use of Waivers - 2023/24	Contract Waiver Report Templates	Pending Remediation	2023/24	3	31/12/2024	31/08/2025	May 2025: The waiver template has been reviewed and updated to include contact with Procurement. Waiting for implementation at the Council, therefore extend date for another 3 months
3102	2900	WODC - Bank Reconciliation - 2023/24	Repeat Suspense Account Entries	Pending Remediation	2023/24	3	31/08/2024	31/05/2025	February 2025: Timescale extended to end of F/Y to be actioned in final accounts
3514	3293	WODC - Bank Reconciliation - 2023/24	Review of Suspense Account	Pending Remediation	2023/24	3	31/03/2024	31/05/2025	February 2025: Timescale extended to end of F/Y to be actioned in final accounts
2986	2788	WODC - Property Services - Compliance and Health & Safety - March 2023	Central Property Database Accuracy	Pending Remediation	2023/24	3	30/09/2024	31/07/2025	May 2025: Testing demonstrated that there are still gaps in compliance information on Uniform. Timescale extended to post phase 2 of the Publica transition when property teams will be established and in a better position to complete the action.
2996	2798	WODC - Property Services - Compliance and Health & Safety - March 2023	Risk Assessment (RA) for All Council Owned Properties	Pending Remediation	2023/24	2	30/06/2024	31/07/2025	May 2025: Testing did not identify the expected RA information within Uniform. Timescale extended to post phase 2 of the Publica transition when property teams will be established and in a better position to complete the action.
4282	4012	PUB - Human Resources 2023/24	There is no consistent sickness absence management process across Publica	Pending Remediation	2024/25	1	28/02/2025	31/07/2025	May 2025: Roll out of new service expected 1st July 2025, timescale extended following update from Director.
4378	4105	PUB - Human Resources 2023/24	Manager's guidance documentation has not been reviewed since 2019	Pending Remediation	2024/25	3	28/02/2025	31/07/2025	May 2025: Roll out of new service expected 1st July 2025, timescale extended following update from Director.
4550	4262	PUB - Human Resources 2023/24	No clear corporate ownership of absence monitoring and reporting – Inconsistent BW Data	Pending Remediation	2024/25	1	31/12/2024	31/07/2025	May 2025: Roll out of new service expected 1st July 2025, timescale extended following update from Director.
5929	5563	WODC - CT/NNDR 2024/25	WODC Revenues and Benefits Suspense Account Monitoring	Pending Remediation	2024/25	3	31/03/2025	31/07/2025	May 2025: Business Manager - Environmental, Welfare & Revenue Service requested deadline be extended to 31/7/25. Deadline extended.
5930	5564	WODC - CT/NNDR 2024/25	WODC Historical Revenues and Benefits Suspense Account Entries.	Pending Remediation	2024/25	2	31/03/2025	31/07/2025	May 2025: Business Manager - Environmental, Welfare & Revenue Service requested deadline be extended to 31/7/25. Deadline extended.
5751	5391	WODC - Data Breaches - 2023/24	WODC Data Protection Suggestions	Pending Remediation	2024/25	2	30/06/2025		May 2025: The BM for Business Continuity and Risk advised "Delayed as we had not appointed to the role. New Data Protection Breach process currently in draft with Councils for approval. This will close out part of the internal audit actions, but once approved, will enable us to close out the remaining actions such as training and awareness" January 2025. Information on Councillor data protection training has been provided.

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5340	4997	WODC - Members Allowances and Expenses 2024/25	Budget Monitoring.	Pending Remediation	2024/25	2	28/02/2025	31/05/2025	June 2025 - Follow-Up in Progress March 2025: The Head of Democratic and Electoral Services advised that they are awaiting finance guidance and support on the reconciliation process.
5342	4999	WODC - Members Allowances and Expenses 2024/25	Evidence of Expense Claims.	Pending Remediation	2024/25	2	28/02/2025	31/05/2025	June 2025 - Follow-Up in Progress March 2025: The Head of Democratic and Electoral Services has provided a process which comes into effect from the 1st April 2025. Therefore, the timescale has been extended to allow us to sample check expense payments against the new process.
5902	5537	WODC - Procurement Cards Follow Up 2024/25	WODC - Informing finance procurement cards need to be cancelled.	Pending Remediation	2024/25	2	30/06/2025		
5908	5543	WODC - Procurement Cards Follow Up 2024/25	WODC Procurement Card Recharges Process Guidance.	Pending Remediation	2024/25	3	30/06/2025		
5952	5586	WODC - Procurement Cards Follow Up 2024/25	WODC - Procurement Cards Policy & Procedures responsibilities	Pending Remediation	2024/25	2	30/06/2025		
5953	5587	WODC - Procurement Cards Follow Up 2024/25	WODC - Procurement Card Spend Transparency reports.	Pending Remediation	2024/25	3	30/06/2025		
6603	6185	WODC - S106s 2023/24	Roles, responsibilities, and processes not clearly understood by all officers and external stakeholders.	Pending Remediation	2024/25	2	30/09/2025		
6604	6186	WODC - S106s 2023/24	A review of engagement with the S106 consultation process is required.	Pending Remediation	2024/25	2	30/09/2025		
6605	6187	WODC - S106s 2023/24	Monitoring processes for non-financial clauses are insufficient	Pending Remediation	2024/25	2	31/12/2025		
6606	6188	WODC - S106s 2023/24	Improvements to S106 contribution management required	Pending Remediation	2024/25	3	31/12/2025		
5938	5572	WODC - Taxi Licensing Safeguarding Follow Up	WODC Taxi Licensing Income Reconciliation.	Pending Remediation	2024/25	2	30/06/2025		CHP 12/5/25: Business Manager - Environmental, Welfare & Revenue Service advised this is now complete (update attached). Evidence requested in order to close action.