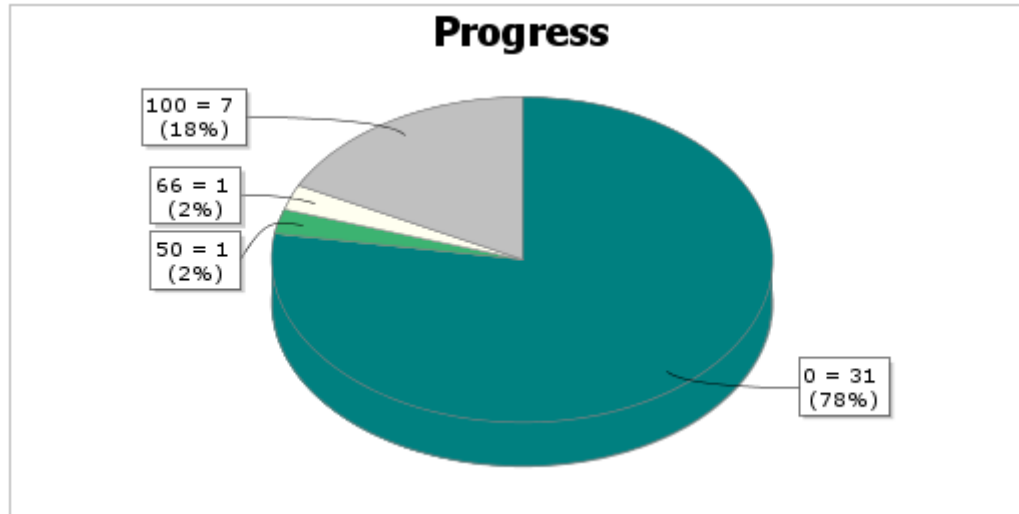


# Implementation of Agreed Management Actions 2018/19 Quarter 1

## First Implementations Reviews



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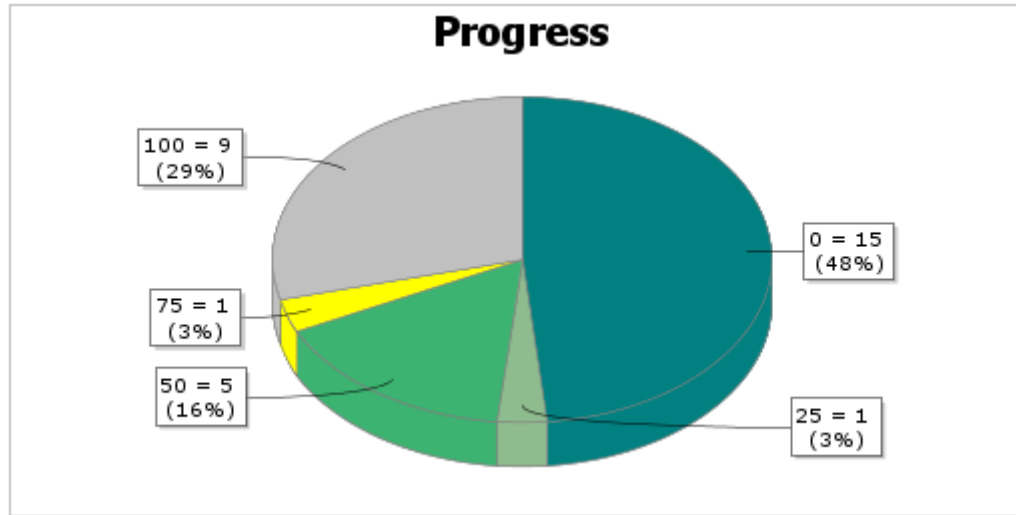
| Audit Recommendation Code & Title | Recommendation Priority | Recommendation Progress | Reason Not Implemented | Implementation Review completed     | Revised Date for Implementation |
|-----------------------------------|-------------------------|-------------------------|------------------------|-------------------------------------|---------------------------------|
| 1617 LC 1.02 Procedures           | High Priority           | 0%                      | No evidence provided   | 1st implementation review completed | 31-Oct-2018                     |
| 1617 LC 4.01 BACS Reconciliation  | High Priority           | 0%                      | No evidence provided   | 1st implementation review completed | 31-Oct-2018                     |
| 1617 LC 5.01 Review of fees       | High Priority           | 0%                      | No evidence provided   | 1st implementation review completed | 31-Oct-2018                     |

| Audit Recommendation Code & Title                       | Recommendation Priority | Recommendation Progress         | Reason Not Implemented           | Implementation Review completed     | Revised Date for Implementation |
|---|-------------------------|---------------------------------|----------------------------------|-------------------------------------|---------------------------------|
| 1617 LC 7.01 System Admin                               | High Priority           | <input type="text" value="0%"/> | No evidence provided             | 1st implementation review completed | 31-Oct-2018                     |
| 1718 SC&VA 1.02 Modern Slavery Statements in the future | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 30-Sep-2018                     |
| 1718 SC&VA 1.04 Responsibilities                        | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 30-Sep-2018                     |
| 1718 SC&VA 2.02 Training                                | High Priority           | <input type="text" value="0%"/> | Reliance on 3rd Party – Internal | 1st implementation review completed | 30-Nov-2018                     |
| 1718 SC&VA 2.06 Outdoor Events                          | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 30-Nov-2018                     |
| 1718 SC&VA 2.07 Sports Development                      | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 31-Jul-2018                     |
| 1718 SC&VA 2.08 Security                                | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 31-Jul-2018                     |
| 1718 SofD 1.02 Scheme of Delegation Register            | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 31-Dec-2018                     |
| 1718 Time Rec 03 Carers Policy – Flexi time             | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 31-Dec-2018                     |
| 1718 Time Rec 07 Home Working Applications              | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 30-Jun-2018                     |
| 1718 Time Rec 10 Policies                               | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 31-Dec-2018                     |
| 1718 Time Rec 13 Working Time Directive – Lunch Breaks  | High Priority           | <input type="text" value="0%"/> |                                  | 1st implementation review completed | 31-Dec-2018                     |

| Audit Recommendation Code & Title                  | Recommendation Priority | Recommendation Progress         | Reason Not Implemented           | Implementation Review completed     | Revised Date for Implementation |
|--|-------------------------|---------------------------------|----------------------------------|-------------------------------------|---------------------------------|
| 1617 LC 1.01 Procedure updates                     | Medium Priority         | <input type="text" value="0%"/> | No evidence provided             | 1st implementation review completed | 31-Oct-2018                     |
| 1617 LC 2.01 Guidance                              | Medium Priority         | <input type="text" value="0%"/> | No evidence provided             | 1st implementation review completed | 31-Oct-2018                     |
| 1617 LC 3.01 Performance                           | Medium Priority         | <input type="text" value="0%"/> | No evidence provided             | 1st implementation review completed | 31-Oct-2018                     |
| 1617 LC 4.01 Retention of Documents                | Medium Priority         | <input type="text" value="0%"/> | No evidence provided             | 1st implementation review completed | 31-Oct-2018                     |
| 1617 LC 4.02 Cheques                               | Medium Priority         | <input type="text" value="0%"/> | No evidence provided             | 1st implementation review completed | 31-Oct-2018                     |
| 1617 LC 6.01 Additions & Deletions to the register | Medium Priority         | <input type="text" value="0%"/> | No evidence provided             | 1st implementation review completed | 31-Oct-2018                     |
| 1617 LC 6.02 Retention of Requests                 | Medium Priority         | <input type="text" value="0%"/> | No evidence provided             | 1st implementation review completed | 31-Oct-2018                     |
| 1718 SC&VA 2.01 Safeguarding Policy                | Medium Priority         | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 30-Nov-2018                     |
| 1718 SC&VA 2.03 DBS Checks                         | Medium Priority         | <input type="text" value="0%"/> | Reliance on 3rd Party – Internal | 1st implementation review completed | 30-Nov-2018                     |
| 1718 SC&VA 2.05 Service Level Agreement            | Medium Priority         | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 31-Jul-2018                     |
| 1718 Time Rec 01 Risk Register                     | Medium Priority         | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 31-Dec-2018                     |
| 1718 Time Rec 02 Carers Leave                      | Medium Priority         | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 30-Jun-2018                     |
| 1718 Time Rec 05 Flexi Policies                    | Medium Priority         | <input type="text" value="0%"/> | Other Higher Priorities          | 1st implementation review completed | 31-Dec-2018                     |

| Audit Recommendation Code & Title       | Recommendation Priority | Recommendation Progress         | Reason Not Implemented  | Implementation Review completed     | Revised Date for Implementation |
|---|-------------------------|---------------------------------|-------------------------|-------------------------------------|---------------------------------|
| 1718 Time Rec 06 Flexi Balances         | Medium Priority         | <input type="text" value="0%"/> | Other Higher Priorities | 1st implementation review completed | 30-Jun-2018                     |
| 1718 Time Rec 11 Carers Leave Policy    | Medium Priority         | <input type="text" value="0%"/> | Other Higher Priorities | 1st implementation review completed | 31-Dec-2018                     |
| 1718 Time Rec 12 Study & Training Leave | Medium Priority         | <input type="text" value="0%"/> | Other Higher Priorities | 1st implementation review completed | 30-Jun-2018                     |

## Further Implementation Reviews 2018/19 Quarter 1



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| Audit Recommendation Code & Title                | Recommendation Priority | Recommendation Progress | Reason Not Implemented         | Implementation Review completed     | Revised Date for Implementation |
|--|-------------------------|-------------------------|--------------------------------|-------------------------------------|---------------------------------|
| 1617 BC 02.01 Risk Register                      | High Priority           | 0%                      | No evidence provided           | 2nd implementation review completed | 30-Sep-2017                     |
| 1617 BC 03.01 Corporate Business Continuity Plan | High Priority           | 0%                      | No evidence provided           | 2nd implementation review completed | 30-Sep-2017                     |
| 1617 BC 03.02 Service business continuity plans  | High Priority           | 0%                      | No evidence provided           | 2nd implementation review completed | 31-Mar-2018                     |
| 1617 Castle 4.01 Stock monitoring                | High Priority           | 0%                      | Staffing Resources – Temporary | 2nd implementation review completed | 31-Mar-2020                     |

| Audit Recommendation Code & Title                  | Recommendation Priority | Recommendation Progress         | Reason Not Implemented         | Implementation Review completed     | Revised Date for Implementation |
|--|-------------------------|---------------------------------|--------------------------------|-------------------------------------|---------------------------------|
| 1617 Castle 4.02 Stocktake                         | High Priority           | <input type="text" value="0%"/> | Staffing Resources – Temporary | 2nd implementation review completed | 31-Mar-2020                     |
| 1617 H&S 2.01 Risk Registers                       | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities        | 2nd implementation review completed | 31-Oct-2018                     |
| 1617 H&S 5.01 Safety Audits                        | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities        | 2nd implementation review completed | 31-Oct-2018                     |
| 1617 H&S 5.02 Action Programmes                    | High Priority           | <input type="text" value="0%"/> | Other Higher Priorities        | 2nd implementation review completed | 31-Oct-2018                     |
| 1617 BC 01.02 Corporate Business Impact Assessment | Medium Priority         | <input type="text" value="0%"/> | No evidence provided           | 2nd implementation review completed | 31-Jul-2017                     |
| 1617 BC 04.01 Business Continuity Training         | Medium Priority         | <input type="text" value="0%"/> | No evidence provided           | 2nd implementation review completed | 31-Mar-2018                     |
| 1617 BC 05 .01 Business Continuity Testing         | Medium Priority         | <input type="text" value="0%"/> | No evidence provided           | 2nd implementation review completed | 31-Mar-2018                     |
| 1617 BC 07.03 Templates                            | Medium Priority         | <input type="text" value="0%"/> | No evidence provided           | 2nd implementation review completed | 30-Sep-2017                     |
| 1617 Castle 3.01 System Functionality              | Medium Priority         | <input type="text" value="0%"/> | Financial                      | 2nd implementation review completed | 31-Mar-2019                     |
| 1617 H&S 3.04 Policy                               | Medium Priority         | <input type="text" value="0%"/> | Other Higher Priorities        | 2nd implementation review completed | 31-Oct-2018                     |
| 1617 H&S 4.02 Training                             | Medium Priority         | <input type="text" value="0%"/> | Other Higher Priorities        | 2nd implementation review completed | 31-Oct-2018                     |