

Internal Audit Progress Report

Report of the Acting Head of Internal Audit

1.0 Summary

- 1.1 This report notes the performance of the Internal Audit Section up to 28th February 2017.
- 1.2 This report provides a summary of the key issues raised in final audit reports issued since our last report to this Committee and provides the current status on the follow-up on the agreed audit recommendations made in final audit reports.

2.0 Background

- 2.1 Each quarter a report is produced for this Committee which details the Internal Audit Section's performance against the current Annual Internal Audit Plan and summarises the results of audit work carried out.

Internal Audit Performance - 2016/17

- 2.2 The 2016/17 Annual Internal Audit Plan presented to the Joint Governance Committee on 22 March 2016 contained 514 days and 38 items of audit work to be undertaken by the Internal Audit Service during the year.
- 2.3 Since approval, the audit plan has been revised to accommodate requests to move audits to different parts of the year and to take account of changes in requirements. The current plan is summarised as:

Period	No of audits planned	No of days planned	% of days planned
Quarter 1 (April – June)	6	81	15.8%
Quarter 2 (July – September)	8	100	19.5%
Quarter 3 (October – December)	10	156	30.3%
Quarter 4 (January – March)	14	177	34.4%
	38	514	100%

- 2.4 At 28th February, 402.5 days (78.3%) of the planned days had been delivered against the plan. Attached, as **Appendix 1**, is a summary of the current status of audits in the plan.

Final Audit Reports

- 2.5 Recommendations made in audit reports are categorised according to their level of priority as follows:

Priority 1	Major issues for the attention of senior management.
Priority 2	Other recommendations for local management action.
Priority 3	Minor matters.

- 2.6 Internal Audit's assurance opinions accord with an assessment of the controls in place and the level of compliance with these controls. During the course of an audit, a large number of controls will be examined for adequacy and compliance. The assurance level given is the best indicator of the system's control adequacy. The assurance levels and their associated explanations are:-

Full Assurance	There is a sound system of control designed to achieve the system objectives and the controls are being consistently applied.
Satisfactory Assurance	While there is a basically sound system, there are weaknesses that put some of the system objectives at risk, and/or there is evidence that the level of non-compliance with some of the controls may put some of the system objectives at risk.
Limited Assurance	Weaknesses in the system of controls are such as to put the system objectives at risk, and/or the level of non-compliance puts the system objectives at risk.
No Assurance	Control is generally weak, leaving the system open to significant error or abuse, and/or significant non-compliance with basic controls leaves the system open to error or abuse.

- 2.7 The report attached as **Appendix 2** provides a summary of key issues raised in all final reports issued since our last report to this Committee. Since the previous Committee, eight reports have been finalised; of these two were Limited assurance and six were satisfactory assurance. Eight P1 recommendations were raised within these reports.

Follow up of Audit Recommendations

- 2.8 In accordance with the Council's Follow-Up Protocol, Internal Audit has continued following-up the status of implementation of recommendations contained in final audit reports.
- 2.9 Follow-up audits are undertaken to ensure that all recommendations raised have been successfully implemented according to the action plans agreed with the service managers. The Follow-up Protocol requires implementation of 80% of all priority 2 and 3 recommendations and 100% of priority 1 recommendations. The current performance in relation to these targets is shown in the tables below.

2.10 The Audit App is now being used more widely to provide updates on the implementation of recommendations. Going forward the App will be used to produce statistical information on the implementation of audit recommendations, but in the interim, we will continue to manually calculate the information provided to this Committee as detailed in the tables below.

Analysis of status of recommendations 2013/14

	Total Due	Imp	%	Carried Over (Not Impl'd)	%	FU & Overdue	%	FU & No Response	%	Total % NOT Impl'd	FU Not Due	Total
P1	15	14	93.3%	1	6.7%	0	0%	0	0%	6.7%	0	15
P2	111	85	76.6%	24	21.6%	1	1.8%	0	0%	23.4%	0	111
P3	23	17	73.9%	5	21.7%	1	4.4%	0	0%	26.1%	0	23
Other	6	6	100%	0	0%	0	0%	0	0%	0%	0	6
Total	155	122	78.7%	30	19.4%	3	1.9%	0	0%	21.3%	0	155

Analysis of status of recommendations 2014/15

	Total Due	Imp	%	Carried Over (Not Impl'd)	%	FU & Overdue	%	FU & No Response	%	Total % NOT Impl'd	FU Not Due	Total
P1	37	31	83.8%	1	2.7%	5	13.5%	0	0%	16.2%	0	37
P2	132	108	82.4%	15	11.5%	8	6.1%	0	0%	17.6%	0	132
P3	32	27	87.1%	3	9.7%	1	3.2%	0	0%	12.9%	0	32
Other	7	1	14.3%	0	0%	6	85.7%	0	0%	85.7%	0	7
Total	208	167	81.1%	19	9.2%	20	9.7%	0	0%	18.9%	0	208

Analysis of status of recommendations 2015/16

	Total Due	Imp	%	Carried Over (Not Impl'd)	%	FU & Overdue	%	FU & No Response	%	Total % NOT Impl'd	FU Not Due	Total
P1	39	35	89.7%	0	0%	4	10.3%	0	0%	10.3%	3	42
P2	76	44	57.9%	5	6.5%	17	22.4%	10	13.2%	42.1%	18	94
P3	14	8	57.1%	1	7.1%	3	21.5%	2	14.3%	42.9%	6	20
Total	129	87	67.4%	6	4.7%	24	18.6%	12	9.3%	32.6%	27	156

2.11 Attached as **Appendices 3, 4 & 5** are tables which summarise the current follow-up status of recommendations made in final audit reports from audits contained in the 2013/14, 2014/15 and 2015/16 Audit Plans. The shaded boxes indicate where changes have occurred since our last report. Follow up in respect of finalised 2016/17 audits has only recently commenced and will be summarised in detail within our next report to Committee.

3.0 Proposals

3.1 That the Committee note the performance of the Internal Audit Section.

3.2 That the Committee note the summary of the key issues raised in final audit reports issued and the current status on the follow-up on Internal Audit recommendations.

4.0 Legal

4.1 There are no legal matters arising as a result of this report.

5.0 Financial Implications

5.1 There are no financial implications arising from this report.

6.0 Recommendations

6.1 That the Committee note the performance of the Internal Audit Section.

6.2 That the Committee note the summary of the key issues raised in final audit reports issued since our last report to this Committee and the current status on the follow-up on Internal Audit recommendations.

Local Government Act 1972 Background Papers

None.

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Schedule of Other Matters

1.0 Council Priority

1.1 The report does not seek to meet any particular Council priorities.

2.0 Specific Action Plans

2.1 (A) Matter considered and no issues identified.
(B) Matter considered and no issues identified.

3.0 Sustainability Issues

3.1 Matter considered and no issues identified.

4.0 Equality Issues

4.1 Matter considered and no issues identified.

5.0 Community Safety Issues (SECTION 17)

5.1 Matter considered and no issues identified.

6.0 Human Rights Issues

6.1 Matter considered and no issues identified.

7.0 Reputation

7.1 Matter considered and no issues identified.

8.0 Consultations

8.1 (A) Matter considered and no issues identified.
8.2 (B) Matter considered and no issues identified.

9.0 Risk Assessment

9.1 Matter considered and no issues identified.

10.0 Health & Safety Issues

10.1 Matter considered and no issues identified.

11.0 Procurement Strategy

11.1 Matter considered and no issues identified.

12.0 Partnership Working

12.1 Matter considered and no issues identified.

APPENDIX 1

	Project	Joint	ADC only	WBC only	Field Work complete	Draft Issued	Final Issued	Assurance level	Assurance at previous audit
1	Local Land Charges	*			Y	Y	Y	Satisfactory	Satisfactory
1	Fleet and Transport Management	*			Y	Y	Y	Satisfactory	No previous audit
1	Fire Risk Management	*			Y	Y			
1	Invest to Save Schemes	*			Y	Y	Y	Satisfactory	No previous audit
1	Management of the Council's Commercial Property Portfolio	*			Y	Y	Y	Satisfactory	Satisfactory
1	Disability Awareness	*			Y	Y			
2	Medium Term Financial Strategy	*			Y	Y	Y	Full	Satisfactory
2	Splashpoint Gym Equipment Fact Find			*	Y	Y	N/A	No opinion given	No previous audit
2	Voluntary and Community - Contract Procurement	*			Y	Y	Y	Limited	No previous audit
2	Corporate Governance	*			Y	Y			
2	Disaster Recovery (Extended Follow up)	*			Y	N/A	N/A	N/A	N/A
2	Programme Management	*			WIP				
2	Contract Management Audit - Mobile Phones	*			Y	Y			
2	Final Accounts	*			Y	Y	Y	Satisfactory	No previous audit
3	Right to Buy		*		Y	UR			
3	Creditors	*			Y	Y	Y	Satisfactory	Satisfactory
3	Debtors	*			Y	Y			
3	Census NDR		*		Y	UR			
3	Rent Collection and Collection of Arrears		*		Y	UR			
3	Works to Void Properties				Y	Y			
3	WBC Revenues (Council Tax and NDR)			*	Y	UR			
3	WBC Benefits			*	Y	UR			
3	Markets		*		WIP				
3	General Ledger	*			Y	UR			
4	Theatres Catering			*	WIP				
4	WBC Leisure Trust - Contract Management			*	WIP				
4	Sheltered Accommodation		*		WIP				
4	Capital Accounting	*			Y	UR			
4	Treasury Management	*			WIP				
4	Payroll	*			Y	Y			
4	Cashiering	*			Y	Y			
4	Risk Management	*			Y	UR			
4	Remote Access Protocols/VPN	*			WIP				
4	ADC Taxi Licensing Fact Find				WIP				
4	Property Management	*			WIP				
4	Telephony	*			P				
4	Penetration testing	*			P				
4	Welfare Reform - support to claimants	*			P				

KEY

- P In Planning stage
- WIP Work In Progress
- UR Under review

Key issues from finalised audits

Appendix 2

Audit Title	Risk Level	Assurance Level & Number of Issues	Summary of key issues raised
Fixed Assets (2015/16)	H	Limited (Three Priority 1 and Three Priority 2 recommendations)	Lack of current asset management plan/corporate property strategy; condition surveys not having recently been completed for all assets; and the lack of a corporate asset management system.
Delivery of Digital Strategy (2015/16)	H	Satisfactory (Two Priority 2 recommendations)	No P1 recommendations were raised.
Google Mail Post Implementation Review (2015/16)	H	Satisfactory (Three Priority 2 & Three Priority 3 recommendations)	No P1 recommendations were raised
Management of the Councils' Commercial Property Portfolio (2016/17)	H	Satisfactory (One Priority 1, Seven Priority 2 and Two Priority 3 recommendations)	There is currently not a documented Joint Investment Fund Strategy in place.
Voluntary & Community Sector – contract procurement	H	Limited (Two Priority 1 and Four Priority 2 recommendations)	Lack of a robust outline business case for the procurement and the need to ensure that comments, notes or scoring are based on the advertised award criteria.
Fleet & Transport Management	H	Satisfactory (One Priority 1, Four Priority 2 and One Priority 3 recommendations)	There is no specific Council policy which sets out what the Councils require from their drivers in terms of their behaviour, need to report changes in their health, etc. which they are required to sign up to.
Creditors	H	Satisfactory	No P1 recommendations were raised
Project Cost Control/Final Accounts/Project Closure	H	Satisfactory (One Priority 1 and Four Priority 2 recommendations)	The lack of a Strategic Outline Business Case/PID for one of the project sample tested.

Audit	Final Report Date	Assurance level	Total No of Recs	Number of agreed recs completed	% of recs completed	Recs carried over into next audit	% of recs carried over	Number of recs outstanding	1	2	3	% of recs outstanding	Key auditees	Comments
Director of Digital & Resources														
Finance														
Annual Governance Statement (contrc	N/A	N/A	N/A											N/A
General Ledger	May-14	Satisfactory	7	5	71%	2	29%							Recs were followed up as part of 14/15 audit - 2 were reiterated in
Cashiering	Jun-14	Satisfactory	4	3	75%	1	25%							Self assessment received 7/11/14 - remaining recs were as part of 14/15 annual audit - one complete & one reiterated in 14/15 report
Creditors	May-14	Satisfactory	2	2	100%									Recommendations followed up as part of 14/15 annual audit.
Debtors	May-14	Satisfactory	3	2	67%	1	33%							Recommendation relates to review of procedures
Capital Expenditure & Fixed Assets	Dec-14	Satisfactory	7			7	100%							Recommendations were followed up a part of annual audit. All were reiterated in 14/15 report
Treasury Management	Jun-14	Satisfactory	2	2	100%									COMPLETE
Staff expenses (inc car mileage)	May-14	Satisfactory	2	2	100%									COMPLETED before FU due
Probity - Staff discounts & Concession	Mar-14	N/A	5	5	100%									COMPLETE
Probity - Underbankings	N/A	N/A	N/A											N/A
Probity audit - Stores	Oct-12	N/A	1	1	100%									COMPLETE - Manager requested to note bolt stock in next year end
Legal Services														
Corporate Governance	Mar-14	Limited	10	5	50%	5	50%							
DBS checks & requirements	Oct-13	Satisfactory	3	3	100%									COMPLETE - Update from the Strategic Head of Human Resources confirmed the DBS check has now been completed for the officer transferred to Southdown leisure
Legal Services	Dec-13	Limited	7	7	100%									COMPLETE
Business & Technical Services														
Building Maintenance	May-15	Limited	7	3	43%	2	29%	2	0	1	1	29%	S Spinner	Met with EhoB&TS - actions were agreed in respect of the O/S 2 recs. Deadlines revised to 30/6/17
Digital & Design														
Risk Management	Jul-14	Satisfactory	9	2	22%	7	78%							
Director of Economy														
Growth														
Bailiffs	Nov-14	Limited	3	3	100%									COMPLETE
Director of Communities														
Housing														
Housing Rents	May-14	Satisfactory	2	1	50%	1	50%							

Property Buy Back	Mar-14	Satisfactory	1	1	100%							Updated provided on 5 Oct confirms this scheme is no longer going to take place therefore O/S rec no longer applicable.
Wellbeing												
Local Strategic Partnership	Apr-15	Satisfactory	4	4	100%							COMPLETE
Safer Communities Partnership	Jun-14	Satisfactory	3	3	100%							COMPLETE
Community Wellbeing	Mar-14	Limited	3	3	100%							COMPLETE
Anti Social Behaviour Management	Jun-14	Satisfactory	4	4	100%							COMPLETE
Environment												
Foreshore Service	Apr-14	Satisfactory	6	5	83%	1	17%					Over 80% complete so no further FU required. O/s rec was partly
Cemeteries & Churchyards	May-14	Satisfactory	1	1	100%							COMPLETE
Grounds Maintenance	May-14	Limited	4	4	100%							COMPLETE
Parks Income Management	Oct-13	Satisfactory	5	5	100%							COMPLETE
Probity - Crematorium Ashes Procedu	Apr-14	Satisfactory	6	6	100%							COMPLETE
Director of Customer Services												
Revenues & Benefits												
Benefits	Jun-14	Satisfactory	3	2	67%	1	33%					Rec relates to DR plans
Revenues (Council Tax & NDR)	May-14	Satisfactory	3	2	67%	1	33%					O/s rec relates to updating procedures
WBC - Business Improvement District	Dec-13	Satisfactory	2	2	100%							COMPLETE
CenSus NDR	Jun-14	Satisfactory	9	8	89%	1	11%					89% complete - no further FU required
Waste & Cleansing												
AWCS - Vehicle Maintanance	May-14	Satisfactory	2	2	100%							COMPLETE
Building Control & Land Charges												
Local Land Charges	Apr-14	Satisfactory	1	1	100%							COMPLETE
Computer Audits												
Joint website - content & workflow	Nov-13	Satisfactory	2	2	100%							Part of OS rec cannot be implemented due to functionality of T4 system - no further FU req'd.

Network (LAN & WAN)	Apr-15	Limited	10	9	90%			1	0	1	0	10%	S Taylor	Updates through Audit App confirmed 1 outstanding recommendation which is in progress and has a revised deadline of 31 Mar 17.
Data Centre	Nov-13	Satisfactory	4	4	100%									COMPLETE
House on the Hill	Mar-14	Satisfactory	8	8	100%									Updates provided on 28/10 via the Audit App confirmed that the four remaining outstanding recommendations will be covered in the new Cherwell / CenSus contract that is due to be implemented in December 2016, no further follow up therefore required
			155	122	79%	30	19%	3	0	2	1	2%		

Audit	Final Report Date	Assurance level	Total No of Recs	Number of agreed recs completed	% of recs completed	Recs carried over into	% of recs carried over	Number of recs outstanding	1	2	3	Other	% of recs outstanding	Key auditees	Comments	Comments re Outstanding Priority 1 recs
Director of Digital & Resources																
Finance																
Annual Governance Statements	N/A	N/A	N/A	N/A	N/A	N/A	N/A								No Follow up required	
Budgetary Control	Dec-14	Satisfactory	1	1	100%										COMPLETE	
General Ledger	Mar-15	Satisfactory	3			3	100%								All recommendations made in 2014/15 have been reiterated in 15/16 audit so none had been implemented	
Cashiering	May-15	Satisfactory	4	3	75%	1	25%								15/16 audit has confirmed 3 recommendations from 2014/15 audit have been completed - one (re procedures) is being reiterated in 15/16 report.	
Creditors	Apr-15	Satisfactory	2	1	50%	1	50%								15/16 audit confirmed P1 recommendation has been completed - one (re duplicate payment reports) is being reiterated in 15/16 report.	
Debtors	Feb-15	Satisfactory	2	2	100%										COMPLETE	
Insurance	Oct-14	Satisfactory	2	2	100%										COMPLETE	
Payroll	Sep-15	Satisfactory	5	2	40%	3	60%								15/16 audit has confirmed 2 recommendations from 2014/15 audit have been completed - 3 are being reiterated in 15/16 report.	
Treasury Management	May-15	Satisfactory	2	2	100%										COMPLETE	
Petty Cash	Jan-15	Satisfactory	2	1	50%			1	0	1	0	0	50%	A Simmons	Update requested 7/3	
Staff Loans	Jan-15	Satisfactory	3	3	100%										COMPLETE	
Probity audits - inventories	Aug-15	N/A	6					6	0	0	0	6	100%	S Gobey	Issues to be addressed by Chief Financial Officer during next review of Financial Regulation requirements. Head of Digital to review IT inventory by revised deadline of 31 May 17.	
Probity - cash floats	Oct-14	N/A	1	1	100%										COMPLETE	
Business Rates - Forecasting & Income Projection	Feb-15	Satisfactory	1	1	100%										COMPLETE	
Pension Scheme- local	Oct-14	Full	0												No Follow up required	
Legal Services																
Corporate Governance	May-15	Satisfactory	6	6	100%										COMPLETE	

Business & Technical Services																
Facilities Management & Security	May-15	Satisfactory	15	10	67%			5	0	4	1	0	33%	M Hosier / L Harris	Updates provided confirmed 5 still to be completed - revised deadlines set	
Health & Safety	Sep-15	Limited	7	6	86%			1	1	0	0	0	14%	L Dexter	Update received from Corp H & S Officer confirmed 1 rec (3.4) is being actioned by the development of a Matsoft App. Deadline revised to 31/7/17.	
Pool Car Pilot	May-15	Satisfactory	5	5	100%										COMPLETE	
Term Maintenance Contract Management - Keith Long Electrical	Mar-16	Limited	8	7	88%			1	1	0	0	0	13%	S Spinner	7/3 - update provided by EHoTS confirming that agreed actions are in progress	O/S P1 rec relates to loss of order details within the Recorder system
Construction Contract - MTC																
Land Drainage	Jul-15	Satisfactory	5	4	80%	1	20%								80% complete - no further follow up - one P2 rec had not been addressed	
Shoreham Centre	Mar-16	Satisfactory	1	1	100%										COMPLETE	
Digital & Design																
Risk Management	Jun-15	Satisfactory	14	5	36%	9	64%								Meeting held on 21/1 with CPO - remaining recs were in progress and further FU would be performed as part of 15/16 audit	
People																
Agency Staff Arrangements	Dec-14	Satisfactory	4	4	100%										COMPLETE	
Director of Economy																
Place & Investment																
External Funding	Apr-15	Limited	10	10	100%										COMPLETE	
Growth																
MSCP Plate Recognition Barrier System - Procurement	Nov-15	Satisfactory	2	1	50%			1	0	1	0	0	50%	J Jonker	Advised on 8/3 that responsibility now rests within another service - Recs re-assigned to JJ on 15/3 and one has already been confirmed as completed.	
Director of Communities																
Housing																
Housing Rents	May-15	Satisfactory	3	3	100%										COMPLETE	
Housing Maintenance	Oct-14	Satisfactory	3	3	100%										COMPLETE	

Void Management	Apr-15	Limited	9	9	100%										COMPLETE - Self Assessment response received which indicates all recommendations have been implemented.
Housing - Homelessness, Advice & Allocations	Jan-15	Limited	29	29	100%										COMPLETE
Wellbeing															
Hackney Carriage & Private Hire	Jul-15	Satisfactory	4	4	100%										COMPLETE
Third Party Commissioning	Nov-15	Satisfactory	1	1	100%										COMPLETE - Commissioning Strategy from 2014 being included within new Procurement Strategy
Environment															
Beach Huts	May-15	Limited	11	11	100%										COMPLETE
Director of Customer Services															
Revenues & Benefits															
WBC Benefits	Apr-15	Satisfactory	1	1	100%										COMPLETE
WBC Revenues (Council Tax & NDR)	May-15	Satisfactory	5	5	100%										COMPLETE
CenSus - Benefits	Nov-15	Satisfactory	4	3	75%	1	25%								Updated provided by Benefits Manager confirmed 2 recs completed. 15/16 audit confirmed 2 further recs actioned but the P1 rec re WO authorisation was re-raised in 15/16 report
Customer Contact & Engagement															
Complaints	Dec-14	Limited	7	6	86%			1	0	1	0	0	14%	M Lowe	update through Audit App confirmed deadline for outstanding rec revised to 31/3/17.
Register of Electors	Jul-15	Satisfactory													No follow up required
Car Parks	Oct-14	Satisfactory	1	1	100%										COMPLETE - the service has accepted that the 2 P1 recommendations re reconciliations could not be implemented as processes did not allow. The entire process for collecting car park income has therefore been revised instead.
Computer Audits															

Disaster Recovery	Jul-15	Limited	3					3	3	0	0	0	100%	S Taylor	Update provided via Audit App - 3 recs are still being progress, deadlines updated to 30/4/17 & 31/8/17.
HMS Application	Sep-15	Satisfactory	3	3	100%									P Turner	COMPLETE
Data Protection & Information Governance	Mar-15	Limited	9	7	78%			1	0	1	0	0	11%	B Bastable	Update provided via Audit App confirmed the one recommendation is still in progress - deadlines revised to 31 Mar 17.
Service Desk (ITIL)	Sep-15	Limited	2	2	100%										COMPLETE - Updates provided by Audit App confirmed recs are being addressed as part of larger IT projects so are therefore being addressed.
			206	166	81%	19	9%	20	5	8	1	6	10%		

Follow Up of Recommendations 2015/16 Audit Plan

	Final Report Date	Assurance level	Recs not applicable for follow up	Total No of Recs	Number of agreed recs completed	%of recs completed	Recs carried over into next audit	%of recs carried over	Number of outstanding	1	2	3	% of recs outstanding	Key auditees	Comments	Comments re Outstanding Priority 1 recs
Chief Executive																
Corporate																
Delivery of Corporate Priorities & Surf's Up Agenda	May-16	Satisfactory	1	2	2	100%									COMPLETE	
Annual Governance Statements Corporate Governance	N/A Jul-16	N/A Satisfactory	1	1			1	100%							N/A NFA - Recommendation carried forward into 16/17 audit	
Risk Management	May-16	Satisfactory		3					3	0	2	1	100%	M Lowe	Review of Audit App confirmed recs still in progress - deadlines had been revised to 31/3/17.	
Project Management Use of Consultants	Jun-16	Limited		11	3	27%			8	4	4	0	73%	S Sale /S Gobey	Update provide by Head of Legal on 7/3 confirmed 3 recs as complete	
Communications Communications	Mar-16	Limited		8					8	0	8	0	100%	N Hopkins	3rd request for update sent 7/3/17	
Director for Economy																
Place & Investment																
Fixed Assets	Feb-17	Limited	1	5					5	2	3	0	100%	L Dine	Follow up will occur automatically through Audit App when recommendations become due	
Growth																
Planning Services	Sep-15	Satisfactory		2	2	100%									COMPLETE	
Local Development Framework	Aug-16	Satisfactory		2	1	50%			1	0	1	0	50%	J Appleton	Reminder for update sent 7/3/17.	
Community Infrastructure Levy	May-16	Satisfactory		3	1	33%			2	0	2	0	67%	G Peck	Update received on 8/3/17 confirmed both remaining recommendations relating to training have not yet been implemented due to there not yet being a need but both are being kept under review.	
Director for Communities																
Housing																
Housing Rents	Jun-16	Satisfactory		4	3	75%			1	0	1	0	25%	P Turner/ K Riches	1 rec re updating procedures is still in progress (3.4)	
Adur Building Services DSO	Mar-16	Limited	2	15	15	100%									COMPLETE - Update provided on 2/11 confirmed remaining 2 recs have now been completed.	
Wellbeing Public Health	Aug-16	Satisfactory		5	4	80%			1	0	1		20%	J Hoiles	Implementation deadline for remaining rec revised to Apr 2017	

Cloud Computing	Oct-16	Satisfactory	7	2	29%			5	0	2	3	71%	B Bastable/ K Rowe	Update from Audit App confirmed 2 complete & 5 still in progress - deadlines revised
Google Mail post implementation review	Jan-17	Satisfactory	2					2	0	1	1	100%	B Bastable	Follow up will occur automatically through Audit App when recommendations become due
			156	87	56%	6	4%	63	7	45	11	40%		