

<b>Title of Report:</b>	<b>Prior Year Recommendations Progress Report</b>
<b>Committee Report Submitted To:</b>	<b>Audit Committee</b>
<b>Date of Meeting:</b>	<b>13<sup>th</sup> December 2023</b>
<b>For Decision or For Information</b>	<b>For Information</b>
<b>To be discussed In Committee YES/NO</b>	<b>No</b>

<b>Linkage to Council Strategy (2021-25)</b>	
Strategic Theme	Improvement and Innovation
Outcome	All - Providing effective, accessible and sustainable local public services
Lead Officer	Moira Quinn, Director of Corporate Services

<b>Budgetary Considerations</b>	
Cost of Proposal	N/A
Included in Current Year Estimates	
Capital/Revenue	
Code	
Staffing Costs	

<b>Legal Considerations</b>			
Input of Legal Services Required		No	
Legal Opinion Obtained		No	
<b>Screening Requirements</b>	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes/No	Date:
	DPIA Required and Completed:	Yes/No	Date:

## **1.0 Purpose of Report**

The purpose of this report is to provide Members with an update in terms of progress made/being made in relation to recommendations made in Previous Internal Audits.

## **2.0 Background**

- 2.1 All outstanding Internal Audit Recommendations are summarised on the attached schedule (Appendix 1), which provides details on the position as at December 2023.
- 2.2 Recommendations which have now been fully implemented, since the last update to Committee, are coloured green. Outstanding recommendations which are currently being addressed are coloured amber.
- 2.3 Following every Audit committee meeting, the schedule is updated to include the most recent recommendations from Internal Audit Reports presented at that committee.
- 2.4 This schedule is circulated to SMT monthly, with an update requested, and considered at SMT on a quarterly basis, prior to Audit Committee.
- 2.5 SMT will continue to progress, monitor and review the issues being addressed to ensure these are completed in a timely manner.

## **3.0 Recommendation(s)**

**It is recommended** that the Audit Committee recommends to Council to note the Prior Year Recommendations Progress Report.

Causeway Coast and Glens Borough Council						
Prior Year Recommendations						
Summary						
December Audit Committee						
Last Review Date	Notes	Page	Detail of Review of Prior Year Recommendations	Outstanding Recommendations as at June Audit Committee	Completion	Comments
04.12.2023	Complete	1	2016-17 Budgetary Control	4 x P2 being addressed	Dec-23	
01.12.23	In Progress	8	2017-18 Asset Management	2 x P2's being addressed	Jun-24	The Draft Asset Management Strategy will be reviewed in accordance with the recommendations from the EA.
04.12.2023	In progress	10	2018-19 Time Recording and Overtime	2 x P2s being addressed	Mar-24	Updated message to SMT 18 Dec 2023
04.12.2023	In progress	12	2018-19 Travel and Subsistence	1 x P2 Issue being addressed	Mar-24	FWG consulted on potential amendments to policy, to be presented to Unions at next JCNC
01.12.23	In Progress	17	2020-21 ICT – Working from Home	2 x P2s Issues being addressed	Jun-24	Linked to the Draft Asset Management Strategy
01.12.23	In Progress	18	2020-21 Business Continuity and Emergency Planning (March 21)	1 x P3 issue being addressed	Mar-24	Independent Review of Plans being progressed. Investigate possibility of resourcing via Civil Contingencies Northern Area.
01.12.23	Complete	21	2020-21 Capital Projects	4 x P2s Issues being addressed	Dec-23	
01.12.23	In Progress	24	2020-21 Performance Improvement (June 21)	1 x P2 Issue being addressed	Jun-24	Verification of data processes continues with APSE and our benchmarking network. This is where the focus will be during 2024.
04.12.2023	Complete	26	2020-21 Treasury Management (June 21)	2 x P3 being addressed	Dec-23	
01.12.23	In Progress	32	2021-22 Parks Play Areas and Cemeteries (Dec 21)	2 x P2 being addressed	Mar-24	Updated draft to be submitted pending briefings with Councillors. To be agreed following adoption of Strategy review/Action Plan -
01.12.24	In Progress	33	2021-22 Off street Carparking (Mar 22)	1 x P2 being addressed Finance	Mar-24	
01.12.23	In Progress	34	2021-22 Payroll (Sept 21)	2xP2-1xP3 being addressed	Mar-24	Updated message to SMT 18 Dec 2023, linked to Time Recording and Overtime (10above)
01.12.23	In Progress	35	2021-22 Legal Services (Dec 21)	2 x P2's 5 x P2- 2 x P3--	Mar-24	2 x P2's considered as part of budget setting process/organisation review re resources
01.12.23	In progress	37	2021-22 Risk Management (Dec 21)	5 x P2, 2 x P3.	Jun-24	Issues being addressed together with the Recommendations from EA - RO has been appointed.
22.11.2023	In progress	38	2021-22 Caravan Sites (March 22)	2 x P2 being addressed	Jan-25	Strategic Issue re Medium Term Plan.
24.11.2023	Complete	40	2022-23 Performance Improvement (May 22)	Recommendations for Improvement - Complete	Dec-23	
01.12.23	Complete	42	2021-22 Grant Funding (Jun 22)	Addressed Grant Funding - AFB Policy updated Dec 23	Dec-23	AFB Policy (revised) presented to AC in December 2023
24.11.2023	In progress	44	2022-23 Births Deaths and Marriages (June 22)	1 x P2, all others addressed	Mar-24	Liasing with ODHR and Estates. JD drafted and being reviewed by Head of Estates, consultation has taken place with Deputy Registrars, meeting held to finalise and agree processes and handover dates etc.
24.11.2023	In progress	45	2022-23 Ballyreagh Golf Club (June 22)	4xP2-addressed, 2 x P2 1xP3 being addressed	Jan-25	Strategic Review
27.11.2023	In progress	46	2022-23 Insurance (Sept 22)	1 x P2 being addressed	Mar-24	The tender for the 2023/24 insurance is currently being prepared by the Broker. The issue of self insurance will be looked at on receipt of the annual policy renewal costs.
22.11.23	In progress	47	2022-23 Time Recording and Overtime (Sept 22)	1P3, 2P2 being addressed	Mar-24	Draft Time and Recording Policy approved by SMT Dec 23- consultation with JCNC. Overtime Policy (10 above) TOIL Policy progressing in draft form
24.11.2023	In progress	48	2022-23 Safeguarding (Dec 22 - Limited)	1 x P1, 1 Px3 addressed, 3 x P2 being addressed, 1 x P3 being addressed	Mar-24	AC report Follow-up Sept 23
04.12.2023	In progress	49	2022-23 Travel and Subsistence and Mobile Phones (Satisfactory)	1 x P1, 2 x P2, 1 x P3 Satisfactory - Mar 23	Mar-24	Policies and procedures - FWG ->JCNC
22.11.23	In progress	51	2022-23 Corporate and Business Planning	2xP3, 4xP2 being addressed	Mar-24	
23.11.2023	In progress	53	Tourism Services - Visitor Information Centres	1xP2, 3xP3 being addressed 4xP2-2xP3-addressed	Mar-24	
27.11.2023	In progress	54	Energy Management & Climate Change	1xP1, 5xP2 being addressed	Mar-24	
27.11.2023	In progress	55	Harbours & Marinas	2xP2, 3xP3 being addressed 2P2 and 1 P3-addressed	Jun-24	
27.11.2023	In progress	56	PEACE IV	2xP2 being addressed	Mar-24	