

<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>20<sup>th</sup> September 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 Internal Audit Recommendations are summarised on the attached schedule (Appendix 1).
- 2.2 Recommendations which have now been fully implemented are coloured green, those where the issues 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 The position as at September 2023, is provided in Appendix 2.
- 2.5 SMT will continue to progress, monitor and review the issues being addressed to ensure these are addressed 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				addressed, all recommendations implemented									
Prior Year Recommendations				in progress									
Summary				at least one recommendation not yet in progress or addressed, or referred to in RTTCWG, or LIMITED assurance report , or P1									
September Audit Committee				latest updates									
Last Review Date	Notes	Page	Detail of Review of Prior Year Recommendations	Directorate/Service Area	Outstanding Recommendations as at June Audit Committee	Sep-23 Issue being addressed/Not Being Addressed					Timescale	Completion	
						P1	P2	P3					
06.09.23	MTFP Draft - In progress - Oct/Nov FC	1	2016-17 Budgetary Control	Finance	1 x P2 being addressed		3				1 x P2 being addressed. All other P1 & P2's addressed	Jun-23	Dec-23
31.05.23	Complete	2	2016-17 Partnership	LD	Addressed						Addressed	Jun-23	
		3	2016-17 ICT Environment	Corporate	Addressed						Addressed	Jul-23	
		4	2016-17 Invoicing and Debtor Management	Finance	Addressed						Addressed	Aug-23	
31.05.23	Complete	5	2019-20 Invoicing and Debtors	Finance	Addressed		3				Addressed	Jun-23	
31.05.23	Review of roll out of ID badges June 23	6	2016-17 Information Governance and Data Protection	Performance	Addressed						Addressed	Jun-23	
31.05.23	Dir & H&S Annual Assurance Statements	7	2017-18 Corporate Governance	Corporate	Addressed						Addressed	Jun-23	
06.09.23	Asset Management Strategy in Draft - CPR	8	2017-18 Asset Management	SMT	2 x P2's being addressed			2			Priority in Draft RTTCWG - Issue being addressed - linked with IA Report on Estates	Jun-23	Dec-23
06.09.23		9	2018-19 Town and Village Management	LD	Addressed			1			Addressed	Jun-23	Sep-23
06.09.23	In progress	10	2018-19 Time Recording and Overtime	Finance	2 x P2s being addressed			2			2 x P2's - Issues being addressed	Jun-23	Dec-23
06.09.23	In progress	11	2018-19 Off-Street Parking	ES	Addressed						Addressed	Jun-23	
		12	2018-19 Travel and Subsistence	Finance	1 x P2 Issue being addressed	1					1 x P1 - Essential Car User Policy	Jun-23	Mar-24
		13	2018-19 Insurance	Performance	Addressed						Addressed	Dec-23	
		14	2018-19 Arts & Cultural Centres	LD	Addressed						Addressed	Jun-23	
		15	2019-20 Fuel Management	ES/LD/Finance	Addressed						Addressed	Dec-22	
		16	2019-20 Waste Management	ES	Addressed						Addressed	Jun-23	
06.09.23	In progress	17	2020-21 ICT - Working from Home (June 21)	ICT/Finance	2 x P2s issues being addressed			2			2 x P2's - 1 linked to Asset Strategy and 1 Cyber Security	Jun-23	Dec-23
06.09.23	In progress	18	2020-21 Business Continuity and Emergency Planning (March 21)	ES/Finance	1 x P3 issue being addressed			1			Roles and responsibilities to be confirmed along with associated classification and timescales (DES) Issues being addressed. 1 x P3 issue being addressed, all others addressed	Jun-23	Dec-23
		19	2020-21 Corporate Health and Safety	CHS	Addressed						Addressed	Jun-23	
06.09.23	In progress - linked to 1	20	2020-21 Environmental Health - Licensing	ES	Addressed						Addressed	Jun-23	
		21	2020-21 Capital Projects	ES/Finance	1 x P2s issues being addressed			1			1 P2 Being addressed - MTFP	Jun-23	Dec-23
		22	2020-21 Agency Staff	Corporate	Addressed						Addressed	Jun-23	
		23	2020-21 Review of Credit Card Usage (March 21/December 21)	Finance	1xP3 being addressed			1			1 x P 3 outstanding - Issue not yet addressed	Jun-23	Jun-23
07.09.23	In progress	24	2020-21 Performance Improvement (June 21)	Performance	1 x P2 Being Addressed			1			1 x P2 being addressed - others addressed	Jun-23	Dec-23
		25	2020-21 Community Planning	Corporate	Addressed						Addressed	Jun-23	
06.09.23	In progress (MTFP)	26	2020-21 Treasury Management (June 21)	Finance	2 x P3 being addressed, 2 x P2's being addressed			2	2		2 x P2's Not being addressed, 2 x P3 being addressed	Jun-23	Dec-23
		27	2020-21 Fleet Management	ES	Addressed						Issues addressed	Dec-22	
		28	2020-21 PCSP	LD	Addressed						Issues Addressed	Dec-22	
10.05.23		29	2021-22 Building Control (Dec 21)	ES	Addressed						Addressed	Dec-22	
		30	2021-22 Estates and Facilities Servicing (Dec 21)	ES	Addressed						Addressed	Jun-23	
06.09.23	In progress	31	2021-22 Street Cleansing (Mar 22)	ES	Addressed						Addressed	Dec-22	
06.09.23	Finance	32	2021-22 Parks Play Areas and Cemeteries (Dec 21)	ES	2 x P2 being addressed			2			2 x P2's being addressed LD. 1 P3 addressed ES	Mar-23	Dec-23
06.09.23	Finance	33	2021-22 Off street Carparking (Mar 22)	Finance/ES	1 x P2 being addressed			1			1 x P2 being addressed - Finance	Jun-23	Dec-23
06.09.23	In progress	34	2021-22 Payroll (Sept 21)	Finance	2xP2, 1xP3 being addressed			2	1		2 x P2's, 1 x P3 - Issues being addressed	Jun-23	Dec-23
06.09.23	In progress	35	2021-22 Legal Services (Dec 21)	Chief Exec	5 x P2, 2 x P3, LIMITED			5	2		5 x P2's, 2 x P3 - Issues being addressed. Report to CPR in June 23.	Jun-23	Dec-23
		36	2021-22 PCSP (Mar 22)	LD	Addressed						Addressed	Dec-22	
06.09.23	In progress	37	2021-22 Risk Management (Dec 21)	Corporate	5 x P2, 2 x P3, LIMITED			6	2		6 x P2's and 2 P3 - issues being addressed, not in timeframe due to resourcing and workload	Jun-23	Mar-24
06.09.23	In progress	38	2021-22 Caravan Sites (March 22)	LD	2 x P2 being addressed			2			2 of the 4 P2's addressed, and all 4 of P4's addressed. 2 x P2's being addressed	Jun-23	Mar-24
		39	2021-22 Follow up on Agency Costs (Feb 22)	Corporate	Addressed						Complete - all 9 recommendations have been addressed Mar 22	Jun-23	Mar-24
07.09.23	In progress	40	2022-23 Performance Improvement (May 22)	Chief Exec	Recommendations for Improvement - 1 x being addressed						8 x Recommendations made, 7 addressed, 1 being addressed.	Jun-23	Dec-23
		41	2021-22 Arts and Cultural Centres (Jun 22)	LD	Addressed						Issues addressed	Dec-22	
06.09.23	In progress	42	2021-22 Grant Funding (Jun 22)	LD	Addressed						Issues addressed (Grant Funding) - AFB Policy to be updated	Dec-22	Dec-23
06.09.23	Complete	43	2021-22 Labour Market Partnerships (June 22)	LD	Addressed						All addressed	Mar-23	Sep-23
06.09.23	In progress	44	2022-23 Births Deaths and Marriages (June 22)	Corporate	1 x P2, all others addressed			1			All being addressed, with 1 xP2 due to be completed by Sept 23	Jun-23	Dec-23
06.09.23	In progress	45	2022-23 Ballyreagh Golf Club (June 22)	LD	2xP2, 2xP3 being addressed			2	1		1 P2 addressed 2 P2 and 1 P3 being addressed	Jun-23	Dec-23
06.09.23	In progress	46	2022-23 Insurance (Sept 22)	Performance/Chief Exec	1 x P2 being addressed			1			1 P2 being addressed - 2 P2 and 1 P3 addressed	Jun-23	Dec-23
23.5.23	In progress	47	2022-23 Time Recording and Overtime (Sept 22)	Corporate/Finance	4 x P2, 2 P2 LIMITED - Nov 22- Jan 23 1 x P1, 1 P3 addressed, 2 x P2 being addressed, 1 x P2/1 xP3 NBA LIMITED			4	2		ODHR 2x P2 1 xP3 being addressed Finance 2 P2, 1xP3 being addressed	Jun-23	Dec-23
06.09.23	In progress (AC report Follow-up Sept 23)	48	2022-23 Safeguarding (Dec 22 - Limited)	LD	Dec 22			1	3 (1)	2 (1)	1 P1 addressed 3 P2 and 2 P3 being addressed	Jun-23	Dec-23
06.09.2023	In progress	49	2022-23 Travel and Subsistence and Mobile Phones (Satisfactory)	Finance/Corporate (ICT)	1 x P1, 2 x P2, 1 x P3 Satisfactory - Mar 23			1	2	1	All being addressed	Jun-23	Dec-23
07.09.23	Update received - complete	50	2022-23 PCSP (Satisfactory)	LD	2 x P2 Satisfactory - Mar 23 - complete			2			All being addressed	Jun-23	Sep-23
07.09.23	Update received - in progress	51	2022-23 Corporate and Business Planning	Corporate	5 x P2, 3 x P3 Limited - Mar 23			5	3		All being addressed	Jun-23	Mar-24
11.09.23	Update provided - all addressed	52	2022-23 Labour Market Partnerships (LMP) (June 2023)	LD								Jun-23	Mar-24
06.09.23	Update received - in progress	53	Tourism Services - Visitor Information Centres	LD								Jun-23	Mar-24
06.09.23	Update received - in progress	54	Energy Management & Climate Change	ES								Mar-24	
06.09.23	Update received - in progress	55	Harbours & Marinas	ES								Jun-24	
06.09.23	Update received - in progress	56	PEACE IV	LD								Dec-23	

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31.05.23	Complete	2	2016-17 Partnerships	LD	Addressed				Addressed	Jun-23						
		3	2016-17 ICT Environment	Corporate	Addressed				Addressed	Jul-23						
		4	2016-17 Invoicing and Debtor Management	Finance	Addressed				Addressed	Aug-23						
31.05.23	Complete	5	2019-20 Invoicing and Debtors	Finance	Addressed		3		Addressed	Jun-23						
31.05.23	Review of roll out of ID badges June 23	6	2016-17 Information Governance and Data Protection	Performance	Addressed				Addressed	Jun-23						
31.05.23	Dr & H&S Annual Assurance Statements	7	2017-18 Corporate Governance	Corporate	Addressed				Addressed	Jun-23						
		8	2017-18 Asset Management	SMT	Addressed				Addressed	Jun-23						
06.09.23	Asset Management Strategy in Draft - CPR Sept 23	8			2 x P2's being addressed			2	Priority in Draft RTTCWG - Issue being addressed - linked with IA Report on Estates	Jun-23	Dec-23	Aidan - PPE, DJ - Asset Strategy MQ ICT Asset				
06.09.23		9	2018-19 Town and Village Management	LD	Addressed			1	Addressed	Jun-23	Sep-23					
		10	2018-19 Time Recording and Overtime	Finance	Addressed			2	Addressed	Jun-23	Dec-23					
06.09.23	In progress	11	2018-19 Off-Street Parking	ES	2 x P2's being addressed				2 x P2's - Issues being addressed	Jun-23	Dec-23					
06.09.23	In progress	12	2018-19 Travel and Subsistence	Finance	1 x P2 Issue being addressed			1	1 x P1 - Essential Car User Policy	Jun-23	Mar-24					
		13	2018-19 Insurance	Performance	Addressed				Addressed	Dec-23						
		14	2018-19 Arts & Cultural Centres	LD	Addressed				Addressed	Jun-23						
		15	2019-20 Fuel Management	ES/LD/Finance	Addressed				Addressed	Dec-22						
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06.09.23	In progress	17	2020-21 ICT - Working from Home (June 21)	ICT/Finance	2 x P2's Issues being addressed			2	2 x P2's - 1 linked to Asset Strategy and 1 Cyber Security	Jun-23	Dec-23					
06.09.23	In progress	18	2020-21 Business Continuity and Emergency Planning (March 21)	ES/Finance	1 x P3 issue being addressed			1	Roles and responsibilities to be confirmed along with associated classification and timescales (DES) Issues being addressed. 1 x P3 issue being addressed, all others addressed	Jun-23	Dec-23					
		19	2020-21 Corporate Health and Safety	CHS	Addressed				Addressed	Jun-23						
		20	2020-21 Environmental Health - Licensing	ES	Addressed				Addressed	Jun-23						
06.09.23	In progress - linked to 1	21	2020-21 Capital Projects	ES/Finance	1 x P2's Issues being addressed			1	1 P2 being addressed - MTFP	Jun-23	Dec-23					
		22	2020-21 Agency Staff	Corporate	Addressed				Addressed	Jun-23						
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06.09.23	In progress (MTFP)	25	2020-21 Community Planning	Corporate	Addressed				Addressed	Dec-22						
		26	2020-21 Treasury Management (June 21)	Finance	2 x P3 being addressed, 2 x P2's being addressed			2	2 x P2's Not being addressed, 2 x P3 being addressed	Jun-23	Dec-23					
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		28	2020-21 PCSP	LD	Addressed				Issues Addressed	Dec-22						
		29	2021-22 Building Control (Dec 21)	ES	Addressed				Addressed	Dec-22						
10.05.23		30	2021-22 Estates and Facilities Servicing (Dec 21)	ES	Addressed				Addressed	Jun-23						
		31	2021-22 Street Cleaning (Mar 22)	ES	Addressed				Addressed	Dec-22						
06.09.23	In progress	32	2021-22 Parks Play Areas and Cemeteries (Dec 21)	L&D	2 x P2 being addressed LD			2	2 x P2's being addressed LD, 1 P3 addressed ES	Mar-23	Dec-23					
06.09.23	In progress	33	2021-22 Off street Carparking (Mar 22)	Finance/ES	1 x P2 being addressed Finance			1	1 x P2 being addressed - Finance	Jun-23	Dec-23					
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		48	2022-23 Safeguarding (Dec 22 - Limited)	LD	1 x P1, 1 P3 addressed, 2 P2 being addressed, 1 x P2/1 xP3 NBA LIMITED			1	P1 addressed 3 P2 and 2 P3 being addressed	Jun-23	Dec-23					
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06.09.23	In progress	32	2021-22 Parks Play Areas and Cemeteries (Dec 21)	2 x P2 being addressed LD	Dec-23
06.09.23 Finance	In progress	33	2021-22 Off street Carparking (Mar 22)	1 x P2 being addressed Finance	Dec-23
06.09.23 Finance	In progress	34	2021-22 Payroll (Sept 21)	2xP2, 1xP3 being addressed	Dec-23
06.09.23	In progress	35	2021-22 Legal Services (Dec 21)	5 x P2, 2 x P3. LIMITED	Dec-23
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