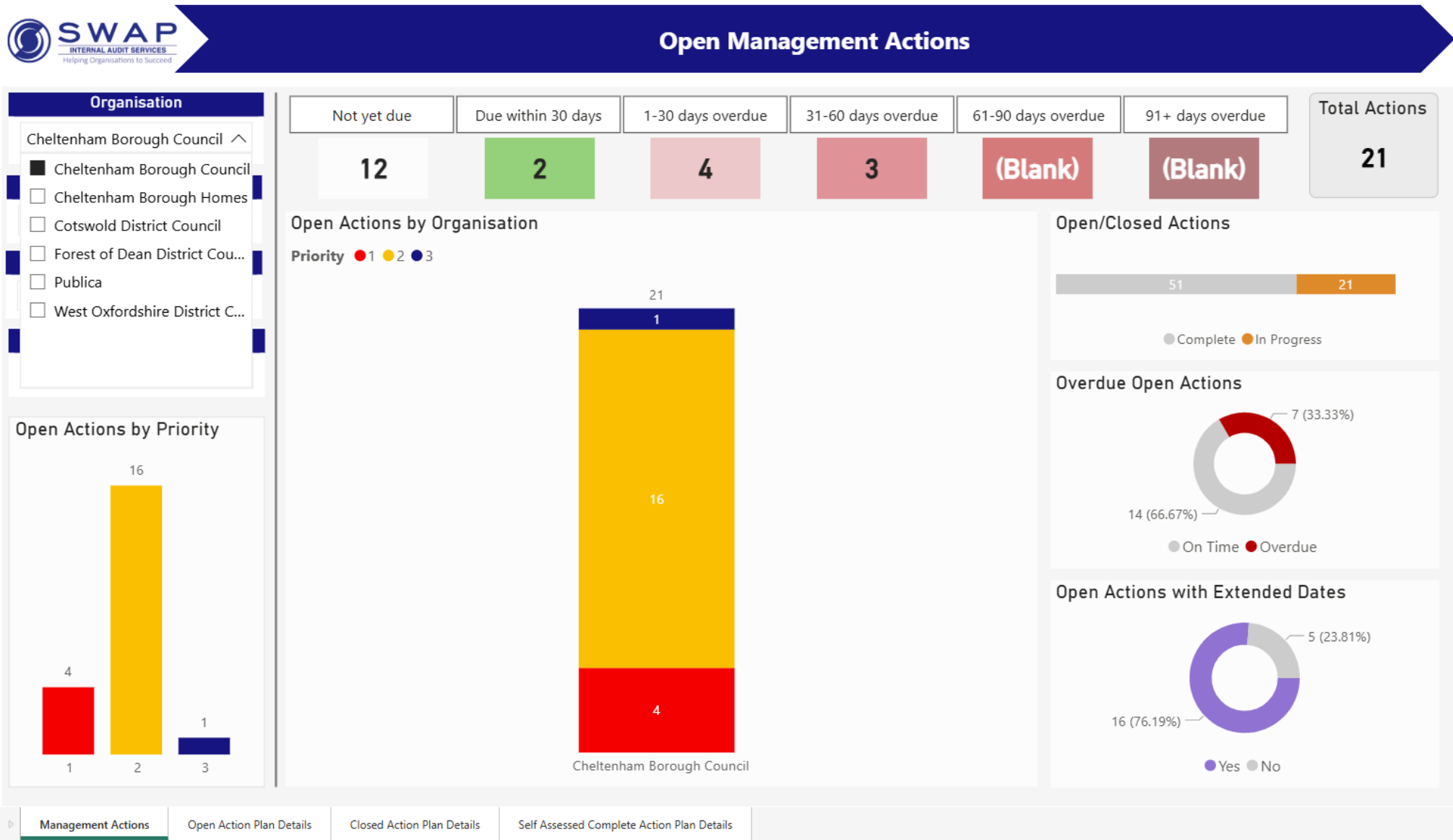


Agreed Actions – May 2025



Agreed Actions May 2025										
AP ID	ID	Audit Title	Issue Title	Issue Status	Period	Priority Score	AP Status	Original Timescale	Timescale	Follow-Up Assessment
4157	3897	CBC - S106 Process - 2023/24	Manual Spreadsheets are in use, rather than the Exacom system.	Pending Remediation	2023/24	2	In Progress	30/09/2024	31/05/2025	CHP 29/4/25: Update from Governance, Risk and Assurance Manager - TB was waiting on One Legal. Governance, Risk and Assurance Manager will chase TB again. Deadline extended.
4187	3926	CBC - Grant Income - 2023/24	Grant funding terms and conditions	Pending Remediation	2023/24	2	In Progress	30/09/2024	31/03/2025	AM 29/04/2025: Part A of this action is complete as the new grants management policy covers this requirement. Part B of this action is not complete as signed agreements are not available for all grants tested. It's suggested that this action is superseded by a new action to review all grant funding to ensure signed agreements are in place.
4188	3927	CBC - Grant Income - 2023/24	Assessment and awarding grants	Pending Remediation	2023/24	2	In Progress	30/09/2024	31/03/2025	AM 29/04/25: Part A of this action is complete as evidence of the conflict of interest process and completed conflict of interest forms have been provided. Part B & C are covered by the new Grants Management Policy. However, evidence of compliance with this policy is not available as the responsible officer advised that the process is still embedding. It's suggested this action is closed and superseded by an action from the follow up audit to check segregation of duties and due diligence checks have been applied as per the new policy.
5092	4762	CBC - Property & Estates H&S Compliance 2024/25	There is no overarching policy or procedures for the Property Team	Pending Remediation	2024/25	2	In Progress	31/01/2025	30/06/2025	CHP 27/3/25: Update provided by Governance, Risk and Assurance Manager 17/03/2025 - Principal Building Surveyor working with new H&S Business Partner (KM) on reviewing and updating Property related policy documents. Delay due to number of changes in H&S BP - requested an extension of a further 3-6 months. Deadline extended by 3 months.
5094	4763	CBC - Property & Estates H&S Compliance 2024/25	Risk assessments have not been undertaken for relevant properties	Pending Remediation	2024/25	2	In Progress	31/01/2025	30/06/2025	CHP 27/3/25: Update from Governance, Risk and Assurance Manager 17/03/2025 - LE requesting an extension of time - a further 3-6 months. Deadline extended by 3 months.
5143	4809	CBH - Voids Review - 2024/25	There is no Voids Management Policy or Procedure.	Pending Remediation	2024/25	1	In Progress	31/12/2024	30/09/2025	CHP 30/4/25: Update from Governance, Risk and Assurance Manager - Director of Governance, Housing and Communities requested that the deadline be extended to September 2025,
5144	4810	CBH - Voids Review - 2024/25	Financial Rules are not complied with – Procurement	Pending Remediation	2024/25	1	In Progress	31/12/2024	31/03/2025	CHP 30/4/25: The Governance, Risk and Assurance Manager advised that this is complete and sent evidence, however we will need further evidence in order to close this action. Evidence requested.
5145	4811	CBH - Voids Review - 2024/25	Financial Rules are not complied with – Multiple words orders	Pending Remediation	2024/25	2	In Progress	31/12/2024	30/04/2025	CHP 29/4/25: Update from Governance, Risk and Assurance Manager - Governance, Risk and Assurance Manager to chase and get back to CHP.
5146	4812	CBH - Voids Review - 2024/25	Quotations are not easily accessible, and records maintenance is poor	Pending Remediation	2024/25	2	In Progress	31/12/2024	30/09/2025	CHP 30/4/25: Update from Governance, Risk and Assurance Manager - Director of Governance, Housing and Communities requested that the deadline be extended to September 2025, as a full review will need to be conducted and this will take some time.
5147	4813	CBH - Voids Review - 2024/25	Orders are raised and approved by the same officer.	Pending Remediation	2024/25	2	In Progress	31/12/2024	30/04/2025	CHP 29/4/25: Update from Governance, Risk and Assurance Manager - Governance, Risk and Assurance Manager to chase and get back to CHP.

AP ID	ID	Audit Title	Issue Title	Issue Status	Period	Priority Score	AP Status	Original Timescale	Timescale	Follow-Up Assessment
5150	4816	CBH - Voids Review - 2024/25	Lack of Management Oversight	Pending Remediation	2024/25	2	In Progress	31/12/2024	30/04/2025	CHP 29/4/25: Update from Governance, Risk and Assurance Manager - Governance, Risk and Assurance Manager to chase and get back to CHP.
5167	4832	CBC - Property & Estates H&S Compliance 2024/25	Manual processes in place are unreliable	Pending Remediation	2024/25	2	In Progress	31/01/2025	31/05/2025	CHP 2/5/25: Meeting held with Principal Building Surveyor - more work required - deadline extended. They advised they are also working on a master spreadsheet to replace all individual spreadsheets within folders, which will supersede those spreadsheets once complete.
6205	5816	CBC - Homelessness Deposit Loan Scheme 2024/25	Unsigned Loan Agreements	Pending Remediation	2024/25	1	In Progress	31/03/2025	30/06/2025	
6207	5818	CBC - Homelessness Deposit Loan Scheme 2024/25	Weakness of Internal Controls	Pending Remediation	2024/25	1	In Progress	30/06/2025	30/06/2025	
6338	5940	CBC - Homelessness Deposit Loan Scheme 2024/25	Absence of Follow-Up Action for Non-Payment of Deposit Loan Instalments.	Pending Remediation	2024/25	2	In Progress	30/06/2025	30/06/2025	
6339	5941	CBC - Homelessness Deposit Loan Scheme 2024/25	Inadequate Management Information Produced	Pending Remediation	2024/25	2	In Progress	30/06/2025	30/06/2025	
6485	6071	CBC - Members Allowances 2024/25	Members expense claims are not claimed in accordance with the Members Allowance	Pending Remediation	2024/25	2	In Progress	30/06/2025	30/06/2025	
6486	6072	CBC - Members Allowances 2024/25	Member expense claims not authorised appropriately	Pending Remediation	2024/25	2	In Progress	30/06/2025	30/06/2025	
3175	2968	PUB - ICT Business Continuity/Disaster Recovery 2023/24	ICT and Emergency Planning formal Engagement and Alignment	Pending Remediation	2023/24	2	In Progress	31/03/2024	31/07/2025	April 2025: Timescale extended at the request of the CTO.
3536	3313	PUB - Use of Waivers - 2023/24	Contract Waiver Report Templates	Pending Remediation	2023/24	3	In Progress	31/12/2024	31/08/2025	JM 12/05/25: The updated waiver template has been implemented at CBC, but is currently outstanding at the other partner authorities.