

**High Importance Recommendations at 29 August 2024**

<b><u>Audit Title (Director)</u></b>	<b><u>Summary of Finding(s) and Recommendation(s)</u></b>	<b><u>Management Response</u></b>	<b><u>Action Date (by end of) &amp; extensions</u></b>	<b><u>Confirmed Implemented/ No longer applicable</u></b>
Reported May 2024				
<p>Worthington, Newbold CE, Witherley CE and Hose CE Primary Schools</p> <p>(Children &amp; Family Services)</p>	<p>For each, the multi-year budget forecast plan indicated that the school is predicted to be in a deficit situation from either 2023-24 or 2024-25 onwards.</p> <p>Recommended</p> <p>Contact should be made as a matter of priority with the Education Finance Team, in order that a deficit plan can be formally agreed.</p>	<p><b>A number of maintained schools are experiencing a number of challenges which are manifesting in financial difficulties. To fully understand the challenges and solutions to them we are engaging with the Department for Education’s School Resource Management Programme which provides experienced and independent advisors in resource management to gain an independent and fully informed opinion of the issues in school and identify potential solutions.</b></p>	<p>June 2024</p> <p><b>Extend to November 2024</b></p>	
Reported September 2023				
<p>Highways works - Bond Reimbursement (Environment &amp; Transport)</p>	<p>There is not a proper process for reconciling information from Oracle agrees with independent records maintained by the service. Recommended a record of bonds should be maintained within the Service area. Responsibility for reconciling records should be assigned to a suitable individual, who should undertake regular reconciliations.</p>	<p><b>Internal Audit Service agreed the reconciliation for Q1 but has asked for further confirmation on the controls applied within the reconciliation process.</b></p>	<p>October 2023 February 2024 May 2024</p> <p><b>Extend to September 2024</b></p>	

Reported May 2022				
Surveillance and CCTV Audit (Consolidated Risk)	<p>Three recommendations were made: -</p> <ol style="list-style-type: none"> <li>1. Contracts for Surveillance and CCTV installations need to be located and reviewed.</li> <li>2. Information Security Risk Assessments (ISRAs) and Data Protection Impact Assessments (DPIAs) should be completed for all surveillance and CCTV installations.</li> <li>3. Site visits/audits should be undertaken to determine compliance with the SCC Code of Practice and LCC CCTV Policies.</li> </ol>	<p>All three recommendations continue to be progressed; however, these have not yet been completed: -</p> <ol style="list-style-type: none"> <li>1. Contracts still being located but may have to wait for the new contract covering the majority of the sites to be signed this year. The current contract ends October 2024.</li> <li>2. <b>ISRAs and DPIAs have been updated. Requires sign off which has only been done by one team so far. The Information Governance Team (IGT) expect all of them to be completed by the end of September.</b></li> <li>3. <b>The responses to the self-assessments have been slow in being returned. To date, IGT only have all the information from one department. IGT will be reminding the remaining teams to complete the questionnaire and consider merging all the responses into a table for each team to speed up the process.</b></li> </ol>	<p>Extended to October 2024</p> <p>June 2024 <b>Extend to September 2024</b></p> <p>August 2024 <b>Extend to September 2024</b></p> <p>(dependent on how quickly sites come back with a response)</p>	