

This is a schedule of all recommendations where the target date for implementation has passed and either the recommendation has not been fully implemented, or the auditee has failed to provide information on whether it has been implemented.

No.	Audit year	Department	Audit Name	Assurance	Recommendation	Priority (1/2/3)	Agreed Target date	Responsible Officer	Status/ Comments
1	2010/11	Children's Services	Pre Booked Travel and Accommodation	Satisfactory	The booking policies which are in draft form should be finalised and made available to staff responsible for requesting transport bookings. This may be achieved by publishing them on the Council's intranet.	2	31/3/2013	Travel Procurement Manager	Implementation date amended from 30/9/11 to 30/4/12 (IAM - 10/2/12) IA - Advised on 12/9/2012 that a further reorganisation is underway and therefore the booking policies will need to be reviewed once this has been completed and the new approach decided. Implementation date revised from 30/4/2012 to 31/3/2013
2	2011/12	Corporate Services	Information Sharing - Partnerships	N/A	An Information Sharing Agreement (ISA) should be developed for each Partnership that the Council has entered into and should as a minimum meet all of the requirements tested as part of this audit. All business areas should also complete a Privacy Impact Assessment (PIA) when compiling a business case for entering into a partnership/contract. Since the audit work was undertaken a template ISA and a Privacy Impact Assessment have been developed.	1	28/2/2013	Information Manager & Contract / Partnership Managers	IA 9/5/2013 - Tri Borough working has impacted on Privacy Impact Assessments as each borough works to different procedures. Meeting held on 22 April 2013 to discuss next steps. Statistical analysis on PIA take-up in WCC to date to be undertaken. Information Manager to draft an options paper on the various PIA approaches that can be undertaken across tri-borough in order to satisfy sovereign compliance objectives and shared working which will include the risks and costs for each option. Final options paper to be taken to the tri-borough Corporate Services Programme Board for a decision. 28/2/2012 due to privacy impact project. Implementation of this project was delayed as team delayed by extenuating circumstances and issues over the summer which delayed project work. Hoping to obtain the necessary approval by February 2013 and then seek further permission to implement from H&F Business Board