Actions with a completion date up to June 2019 which have yet to be completed

Finding	Action	Action owner & Service	Date(s)	Current status	Internal Audit Opinion
16-22 - Roads Maintenance Partnership Action Point : 3b – Monitoring of Files Importance: Low Audit Committee Date: April 2017 As part of an Improvement Plan presented to Audit Committee in September 2015 there was an ongoing action relating to the independent monitoring of files from out-with the Service. Items selected for review are manually extracted from a list of projects. The Service advised that a working group was being set up with the aim of producing management information via their Road Management System (RMS), which may assist in the production of such information.	A request will be submitted to the Road Management System working group regarding the system producing Roads Maintenance Partnership management information.	S D'All, Manager, Roads Maintenance Partnership Housing & Environment	May 2017 Jul 2018 May 2019 Apr 2020	The Roads Asset Management System will have two modules from November 2019. Lighting Management System (LMS) and Roads Maintenance System (RMS) will be delivered which will include the Purchase to Pay process, this will enable better reporting of management information. Testing of LMS, RMS and the Purchase to Pay process will commence in November 2019 with a view to finalising testing in January 2020. It is envisaged that the go live date will be April 2020.	Accepted

16-27 - Events & Festivals Action Point : 1 - Events & Festivals Strategy and Reporting Importance: Low Audit Committee Date: April 2017 There is a documented Events & Festivals Strategy for 2013-2020, which was approved by the Enterprise & Infrastructure Committee in June 2013. This would benefit from revision to update the strategic focus on events, the approach and governance and to include the frequency of Event Strategy Meetings.	It was agreed at the Events Strategy meeting held on the 15th March 2017 that the Events & Festivals Strategy would be updated.	A Graham, Business Development Team Leader Housing & Environment	Apr 2018 Sep 2018 Jun 2019 Dec 2019 Jan 2020	An Events & Festivals Strategy, covering the period 2019-2024, has been drafted. This will be submitted to SMT in September 2019 and to Environment and Infrastructure Committee for approval thereafter.	Accepted
18-21 General Data Protection Regulation Action Point: 8 – Contracts and Data Sharing Importance: Medium Committee Date: March 2019 GDPR training is available for users with access to the online platform Learn, Innovate, Grow and GDPR training is mandatory. There were also Learning	Further reminders to staff with links to the training updates continuing to promote the need and uptake of GDPR training, with clear message that this is mandatory.	D Henderson, Data Protection Officer	Jun 2019 Sep 2019	The Corporate Management Group have been reminded of their responsibility to ensure that staff undertake this training. Whilst there has been an increase in the proportion of officers who have completed the on-line training, Internal Audit is awaiting evidence that	Satisfactory

Lunches, updates on Eric and presentations to Service staff and staff groups. Training areas included for example, Data Protection Impact Assessments, common breaches and how to reduce these occurring. Across all Council Services, the up-take figures for the latest GDPR on-line training to Feb 2019 showed 373 had completed the GDPR. This suggests that not all users have completed mandatory GDPR training. It was reported that when there is a breach the ICO always request information about staff training.				this has cascaded effectively for all relevant staff groups