

Progress Report including Assurance Opinions

Department	Activity Name	Priority	Activity Status	Risk Opinion	Control Opinion	Reported to Audit and Governance Committee	Comments
Council Wide	Health and Safety Limited Assurance Second Follow Up	1	Deferred				Deferral to 21/22 agreed following most recent limited assurance management update to Committee.
Council Wide	Purchasing: Low and Intermediate Value Transactions Limited Assurance Follow Up	1	Final Report Issued	Satisfactory	Satisfactory	18/01/2021	Brought forward from 19/20 plan.
Council Wide	IT Disaster Recovery and Business Continuity Follow Up	1	Audit in Progress				ICT audits agreed by Information Governance Board for delivery from late quarter 4 20/21 onwards. Outcomes to be reported to Sept 2021 Committee.
Council Wide	Key ICT Project Governance	1	Final Report Issued	Satisfactory	Satisfactory	16/11/2020	Brought forward from 19/20 plan.
Council Wide	Patch management	1	Audit in Progress				ICT audits agreed by Information Governance Board for delivery from late quarter 4 20/21 onwards. Outcomes to be reported to Sept 2021 Committee.
Council Wide	Cyber Security	1	Audit in Progress				ICT audits agreed by Information Governance Board for delivery from late quarter 4 20/21 onwards. Outcomes to be reported to Sept 2021 Committee.
Council Wide	Complaints Procedures	2	Deferred				Deferral (awaiting implementation of new system) approved in the Revised Internal Audit Plan 20/21.
Council Wide	Travel and Other Expenses Limited Assurance Follow Up	1	Final Report Issued	Satisfactory	Satisfactory	18/01/2021	
Council Wide	Safeguarding	2	Final Report Issued	Satisfactory	Satisfactory	14/09/2020	Brought forward from 19/20 plan.
Council Wide	Agency Staff	2	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.
Council Wide	Code of Conduct for employees	2	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.
Council Wide	Compliance with Flexi Time - Annual Leave policies	2	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.
Council Wide	Effective use of Probationary period	2	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.
Council Wide	Scheme of Sub Delegation	1	Final Report Issued	Satisfactory	Satisfactory	19/07/2021	
Council Wide	Confidential Reporting Procedure	1	Final Report Issued	Satisfactory	Satisfactory	19/07/2021	
Council Wide	Business Grants (Covid-19)	2	Consultancy	Not Applicable	Not Applicable	19/07/2021	New activity.
Communities	Section 202 reviews	2	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.
Communities	Tenancy Rescue	2	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.
Communities	Gloucester Community Building Collective	1	Final Report Issued	Substantial	Satisfactory	19/07/2021	
Communities	Voluntary and Community Sector (VCS) Grants – Covid 19	1	Final Report Issued	Substantial	Satisfactory	14/09/2020	New activity.
Cultural and Trading Services	Shopmobility Fees and Charges Limited Assurance Follow Up	2	Final Report Issued	Satisfactory	Satisfactory	18/01/2021	
Cultural and Trading Services	Guildhall, Blackfriars and Museum – income received from events Limited Assurance Follow Up	1	Final Report Issued	Satisfactory	Satisfactory	19/07/2021	
Cultural and Trading Services	City Events Programme	1	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.
Cultural and Trading Services	Museum of Gloucester – income from generic sales and exhibition admission fees	2	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.
Cultural and Trading Services	Staff Appraisal System	2	Consultancy	Not Applicable	Not Applicable	19/07/2021	
Place	Building Control Shared Partnership Limited Assurance Follow Up	2	Final Report Issued	Substantial	Satisfactory	08/03/2021	
Place	Community Infrastructure Levy (CIL)	2	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.
Place	Gloucester Car Boot and Flea Market	2	Cancelled				City no longer responsible for Car Boot.
Place	Licensing - Premises	2	Final Report Issued	Satisfactory	Satisfactory	16/11/2020	
Place	Street-care Contract – follow up	2	Cancelled				Council waste and recycling contract/arrangements are due to change in 21/22. Theme under review with senior officers to ensure appropriate consideration within 21/22 Plan.
Policy and Resources	Freedom of Information (Fol) requests	2	Final Report Issued	Satisfactory	Satisfactory	14/09/2020	Brought forward from 19/20 plan.
Policy and Resources	Housing Benefits	2	Final Report Issued	Satisfactory	Satisfactory	16/11/2020	Brought forward from 19/20 plan.
Policy and Resources	Property Investment Strategy	2	Final Report Issued	Satisfactory	Satisfactory	19/07/2021	Brought forward from 19/20 plan.
Policy and Resources	Accounts Payable	2	Final Report Issued	Substantial	Substantial	16/11/2020	
Policy and Resources	Bank Reconciliation	2	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.

Progress Report including Assurance Opinions

Department	Activity Name	Priority	Activity Status	Risk Opinion	Control Opinion	Reported to Audit and Governance Committee	Comments
Policy and Resources	Turnover Certificate for Blackfriars Priory 2019/20	1	Final Report Issued	Not Applicable	Not Applicable	14/09/2020	
Policy and Resources	Cemeteries and Crematorium – compliance with GDPR	2	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.
Policy and Resources	Council Tax - refunds	1	Final Report Issued	Substantial	Substantial	18/01/2021	
Policy and Resources	Debt Management (Sundry Debtors and Business Rates)	1	Final Report Issued	Satisfactory	Satisfactory	18/01/2021	
Policy and Resources	Lost Sales, Fees and Charges - Claim 1	1	Final Report Issued	Not Applicable	Not Applicable	18/01/2021	New activity.
Policy and Resources	Lost Sales, Fees and Charges - Claim 2	1	Final Report Issued	Not Applicable	Not Applicable	08/03/2021	New activity.
Policy and Resources	Elections	1	Deferred				Deferral (no elections in 20/21) approved in the Revised Internal Audit Plan 20/21.
Policy and Resources	The Arbor – income collection	2	Deferred				Deferral (due to Covid) approved in the Revised Internal Audit Plan 20/21.
Policy and Resources	Covid 19 – Housing Benefit Payments	1	Consultancy	Not Applicable	Not Applicable	19/07/2021	New activity.
Policy and Resources	Data Capture Project	1	Consultancy	Not Applicable	Not Applicable	19/07/21	New activity.