

EFDC Internal Audit Recommendation Tracker (Overdue and In Progress)

Last updated: 16 July 2018

Audit Year (Date Report Issued)	Rec Ref	Original Recommendation	Priority	Managers Original Response	Responsible Officer / Assistant Director	Original Imp Date	Revised Imp Date	Status Update from Management	Status
Management of Council Housing Voids Report No. 09.16/17 June 2017	1	The system for transferring void property keys between Housing Options and Housing Repairs should be reviewed ahead of the relocation of the Housing Repairs Service to Oakwood Hill Depot.	Med	A review of the process for transferring keys will be undertaken, both now and when the Repairs Service relocates, to consider if any time can be saved.	Assistant Director Housing Operations/ Assistant Director Housing Property/ Director of Communities	31/03/18	31/04/19	June 18: The movement of keys between the Repairs Service and Housing Options is to be reviewed again. However, this is logged as an action on the live project P150 Relocation of the Repairs Service to Oakwood Hill Depot. The revised target is in advance of the intended move in April 2019.	Overdue
Leisure Management Contract Report No. 18.17/18 May 2018	4.4	The financial monitoring and contract payment process should be documented to ensure business continuity.	Med	Process will be documented and will be stored on the common drive.	Leisure Contract Manager / Assistant Director Neighbourhood Services	30/06/18	31/12/18	June 18: This has been delayed due to other pressures and the lack of admin support.	Overdue