

Open Agreed Actions – October 2024

SWAP Action Tracker - Cotswold and Cheltenham Team

Analytics DB Access



Open Management Actions

Organisation

Cotswold District Council

Audit Title

All

Issue Tester

All

Issue Subscriber

All

Open Actions by Priority



Not yet due	Due within 30 days	1-30 days overdue	31-60 days overdue	61-90 days overdue	91+ days overdue	Total Actions
12	2	(Blank)	(Blank)	(Blank)	(Blank)	14

Open Actions by Organisation

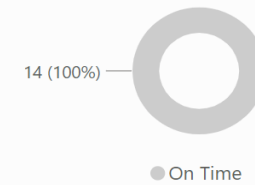
Priority ● 2 ● 3



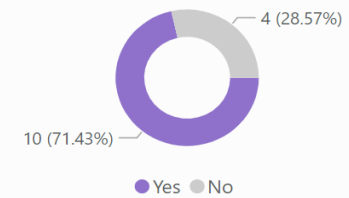
Open/Closed Actions



Overdue Open Actions



Open Actions with Extended Dates



Management Actions

Open Action Plan Details

Closed Action Plan Details

Self Assessed Complete Action Plan Details

AP ID	ID	Audit Title	Issue Title	Issue Status	Period	Priority Score	AP Status	Original Timescale	Timescale	Follow-Up Assessment
821	758	CDC - Climate Change Strategy - September 2022	Climate Change KPIs Not Defined	Pending Remediation	2022/23	2	In Progress	30/06/2023	30/11/2024	Aug 2024: Cabinet receive action and priority reports which includes details on climate action progress. However, emissions have not been published since 2020. CDC's Carbon Reduction and Climate Lead Officer advised that carbon data is being reviewed to establish compliance with international standards before being published. Timescale extended to coincide with the anticipated independent scorecard review response which should include published emissions data.
3512	3291	CDC - Bank Reconciliation - 2023/24	Review of Suspense Accounts	Pending Remediation	2023/24	3	In Progress	31/03/2024	31/12/2024	Oct 2024: Timescale revised due to change in responsible officer
2984	2786	CDC - Property Services - Compliance and Health & Safety - March 2023	Central Property Database Accuracy	Pending Remediation	2023/24	3	In Progress	30/09/2024	31/12/2024	Oct 2024: The BM - Assets & Council Priorities advised that this action is progressing and it is planned to be completed by year end. A follow-up audit is planned for later in the year where all actions will be assessed.
2987	2789	CDC - Property Services - Compliance and Health & Safety - March 2023	Risk Assessment (RA) for All Council Owned Properties	Pending Remediation	2023/24	2	In Progress	30/06/2024	31/12/2024	Oct 2024: The BM - Assets & Council Priorities advised that this action is progressing and it is planned to be completed by year end. A follow-up audit is planned for later in the year where all actions will be assessed.
3545	3322	CDC - Revenues and Benefits - Council Tax and NDR - July 2023	Council Tax and NDR: Procedure Notes Require Review to Ensure	Pending Remediation	2023/24	3	In Progress	31/03/2024	31/12/2024	Oct 2024: The Business Manager - Environmental, Welfare & Revenue Service confirmed this is still ongoing due to work levels and resourcing. However, this will be progressed now that a Senior Revs Officer is in post.
3164	2958	PUB - ICT Business Continuity/Disaster Recovery 2023/24	Documentation Updates	Pending Remediation	2023/24	3	In Progress	31/03/2024	31/10/2024	July 2024: The CTO advised that this action is nearly complete. Copies of the updated documentation will be provided to close this action.
3175	2968	PUB - ICT Business Continuity/Disaster Recovery 2023/24	ICT and Emergency Planning Formal Engagement and Alignment	Pending Remediation	2023/24	2	In Progress	31/03/2024	31/01/2025	July 2024: The CTO advised that this action is nearly complete. Copies of the updated documentation will be provided to close this action.
3854	3611	PUB - Risk Management 2023/24	Risk Maturity Self-Assessment has not been conducted.	Pending Remediation	2023/24	3	In Progress	31/03/2025	31/03/2025	
3855	3612	PUB - Risk Management 2023/24	Improvements are required to Member scrutiny and reporting.	Pending Remediation	2023/24	2	In Progress	31/05/2024	31/03/2025	07/10/2024 - Extended due to transition pressures.
3856	3613	PUB - Risk Management 2023/24	Risk Management Training is inadequate.	Pending Remediation	2023/24	2	In Progress	31/05/2024	31/03/2025	07/10/2024 - Extended due to transition pressures on service.
3536	3313	PUB - Use of Waivers - 2023/24	Contract Waiver Report Templates	Pending Remediation	2023/24	3	In Progress	31/12/2024	31/12/2024	
3537	3314	PUB - Use of Waivers - 2023/24	Use of Waivers Training	Pending Remediation	2023/24	3	In Progress	31/12/2024	31/12/2024	
4447	4167	CDC - Appointment of Consultants - 2023/24	There is no induction or regular refresher training on Procurement	Pending Remediation	2024/25	3	In Progress	31/10/2024	31/03/2025	
4448	4168	CDC - Appointment of Consultants - 2023/24	There is no oversight or proactive reporting of consultants.	Pending Remediation	2024/25	2	In Progress	31/10/2024	31/10/2024	