

Appendix B: Follow up on Priority 1		
2018/19	Assurance level and priority 1 issued	Current status
1 Business Rates	Substantial Assurance. 2 P1's Sample of five VOA schedules identified discrepancies on the number of properties between VOA schedules and the Northgate system. Examination of a sample of ten discretionary reliefs identified eight instances where the accounts have not been reviewed to check eligibility since the initial application in 2006 and one instance since 2011	All actions complete.
2 Unaccompanied Asylum Seeking Children	Substantial Assurance. 1 P1 Individual placement agreements should be drawn up with the accommodation providers	All actions complete.
3 Section 17	Limited Assurance. 2 P1's Issues with coding and lack of evidence of authorisation	All actions complete.
4 Prepaid Cards	Substantial Assurance. 1 P1 Monitoring of pre-paid cards needs to be put in place	All actions complete.
5 GDPR	Limited Assurance. 16 P1's. Follow up audit in progress - will test the progress on P1's	follow up audit - see below
6 Staff Parking Permits	No Assurance. 3 P1's Agreements not in place, monitoring and checks and tax implications	All actions complete.
7 Muschamp Primary School	Limited Assurance. 3 P1's Budget not loaded correctly, returns not completed, contract procedures not followed	All actions complete.
9 iTrent expenses	Limited Assurance. 2 P1's Guidance not available; evidence of large claims; VAT not reclaimed on expenses.	1 P1 outstanding - Status to be confirmed by finance
2019/20	Summary of P1's	Current status
1 Sherwood Park School	Limited Assurance. 2 P1's Budgetary controls concerns, orders not raised and deficit budget	1 action o/s waiting further update Deficit concerns remain for the long term Deficit at end of 2019/20 confirmed as £671k. Deficit meeting between school and LA arranged for 15 May
2 Nonsuch Primary school	Limited Assurance. 2 P1's Lack of appropriate recruitment process and orders not raised	All actions complete.

3	Children Placement commissioning	Substantial Assurance. 1 P1 Sample testing of 18 Residential and Fostering placements on Mosaic - 5 out of 18 (28%) LAC visits had not been recorded on Mosaic within the statutory guideline	All actions complete.
4	Hackbridge capital project	Substantial Assurance. 2 P1's Lessons learnt- project board and risk register	All actions complete.
5	John Fisher school	Limited Assurance. 7 P1'S Significant increase in budget deficit, private funds on SIMS and budget management concerns	1 action outstanding waiting further update New deficit concerns raised at 2019/20 year end. Deficit expected to be £236k (awaiting confirmation)
6	Beddington Infants School	Limited Assurance. 3 P1's. Returns not submitted, budget monitoring poor. Budget incorrectly loaded onto the financial system	All actions complete.
7	GDPR Follow up	Substantial Assurance- 7 P1s in progress	4 actions outstanding GDPR audit planned for 2020/21 to monitor progress
8	Pension Administration	Substantial Assurance. 1 P1- disaster recovery testing for pension system not in place	P1 outstanding, Waiting tor update from IT for date on testing
9	Starters and Leavers	Limited Assurance 4 P1's- leavers forms not completed timely and departmental assets registers not in place	All actions complete.
10	DOLS	Substantial Assurance. 2 P1's recomilation of payments between Mosaic and Agresso. statutory timescales not being met	All actions complete.
11	Bandon Hill Primary	Limited Assurance - 3 P1's Inadequate budget monitoring Inaccuracies with capital I&E reporting Monthly payroll not correctly reconciled	All actions complete.