

**APPENDIX B****Reasons for original assurance levels given (below Well)**

N.B. The issues noted here may have been addressed since the original report was issued.

**Quarters -1-3**

<b>AUDIT REVIEW</b>	<b>ASSURANCE LEVEL</b>	<b>ISSUES NOTED</b>	<b>Level at follow up</b>
Payroll (Annual 16-17)	Adequate	<ul style="list-style-type: none"> <li>• Authorised signatory list requires updating</li> </ul>	Annual audits not subject to follow ups
Security of Data Movement	Adequate	<ul style="list-style-type: none"> <li>• No central register of third parties who can access or are sent personal data</li> <li>• Incident Management Policy is overdue for review</li> <li>• No central register of Data Sharing Agreements</li> </ul>	<p>Adequate</p> <p>At follow up it was noted that work was ongoing to address the recommendations but had not yet been completed.</p> <p>Further follow up to be undertaken after annual audits completed.</p>
Buildings Health and Safety	Adequate	<ul style="list-style-type: none"> <li>• Health and safety policies and documents are overdue for review and need to be aligned between the two Councils.</li> <li>• Fire risk assessments for Council buildings are always regularly reviewed and updated.</li> <li>• Evacuation procedures require updating</li> <li>• A full review of the adequacy of CCTV needs to be undertaken.</li> </ul>	<p>Follow up due in November postponed due to annual audits being undertaken.</p>

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