

Code & Title	Audit Reference	Audit Area	Main Contact	Recommendations	Priority	Status Description	Original Date Due for Completion	Revised Date Due for Completion	Latest Note
SAUDHSG007A Formal guidance be produced on the Council's own roles and responsibilities	SH1714	Housing	Housing Landlord Manager	Formal guidance be produced on the Council's own roles and responsibilities, from initial notification of a RTB application through to final outcome, including liaison with Legal Services Lincolnshire. Procedures to also include responding to and actions to be taken, when the RTB conditions are activated in the event of a RTB being resold.	Medium	Outstanding (With Agreed Extension)	30-Sep-17	31-Mar-18	This needs to be a joint process between asset team and legal. Given the legal element of RTB processing has now been brought back in house this will be revisited along with a number of other procedures
SAUDHSG007B The Council to agree a management structure for oversight and coordination of the RTB process	SH1714	Housing	Housing Landlord Manager	The Council to agree a management structure for oversight and coordination of the RTB process, including the processes and controls for recording receipt of RTB conditions where they are invoked over the resale of a property sold previously under the RTB legislation.	Medium	Outstanding (With Agreed Extension)	30-Sep-17	31-Mar-18	This needs a joint process with Legal and the Asset Team, who will manage right to buy. Following the restructure of Property Services and the departure of the member of staff responsible for RTBs this will be reassigned
SAUDHSG007C The Council to document the reasons why it has decided either to buy or not to buy back	SH1714	Housing	Housing Landlord Manager	The Council to document the reasons why it has decided either to buy or not to buy back a property previously sold through the RTB scheme, in accordance with the 10 year option clause, along with the committee / delegated member, making that decision. Each supporting record to have its own unique reference identification.	Medium	Outstanding (With Agreed Extension)	30-Sep-17	31-Mar-18	
SAUDHSG007D The Council to market test its valuation arrangements	SH1714	Housing	Housing Landlord Manager	The Council to market test its valuation arrangements for valuing properties subject to a RTB application.	Medium	Outstanding (With Agreed Extension)	30-Jun-17	31-Dec-17	Work in progress and will be completed by the end of December 2017 This task is currently being undertaken through Property Services seeking valuation costs through local estate agents and valuers