

Department	Task	Comment	Target Date	Current Position	Updated by
Maintenance			Jul-21	Ongoing	JD
Housing Management			Jun-20	Completed	JF
Housing Management			Nov-20	Completed and Ongoing as new contractors are added	JF
Finance			Feb-21	Ongoing – delayed due to remote working. Now estimated to be complete May 2021	LL
Finance			Dec-20	Complete	LL
Finance			Dec-20	Ongoing - delayed due to remote working. Now estimated to be complete April 2021	LL

Audit Area	Task	Comment	Timescale/ Completed		Updated by
HR		This is complete - all new contracts have the following wording	Jun-20	Completed	SK
HR			Jun-20	Completed	SK
HR			Ongoing	Ongoing	SK
ALL			Nov-20	Ongoing	SG
GDPR Action Plan			Nov-20	Ongoing	SG
Management Committee			May-20	Completed	SG
Data Sharing Agreement Register			Nov-20 and ongoing	Ongoing	SG
ICO Registration Number			Jun-20	Completed	SG
Subject Access Request			Feb-21	Completed	SG
DPO Officer Training			Jun-20	Completed	SG
Staff Training			May-21	Ongoing	SG