

## ACTION PLAN FOR BLUE BADGE SCHEME 2022/23

Rec Ref.	Rec No.	Recommendation	Rec Rating	Proposed Management Action	Lead Officer	Date to be Actioned
3.1	1	<p>The performance monitoring data should be reviewed to ensure that it provides sufficient detail to monitor the applications received and processed within the four-week timescale as per the policy.</p> <p><i>(Updated from recommendation made in 2022/23)</i></p>	Requires Attention	<p>Performance monitoring is completed on a weekly basis to ensure that Managers have sufficient detail to monitor the applications receive and how long they are taking to be processed. Ongoing review of this data will be undertaken.</p> <p>The Blue Badge Scheme Policy and related procedural documentation has been reviewed and is available on the Councils website.</p>	Nikki Kelly/Mandy Beever	<p>Completed 04/06/2024</p> <p>Completed 04/06/2024</p>
9.1	2	<p>Consideration should be given to performing a disaster recovery exercise in conjunction with the supplier to ensure that staff are aware of the process and to provide assurance to the service that there is a set and successful process in place.</p> <p><i>(Updated from recommendation made in 2022/23)</i></p>	Requires Attention	<p>The initial meeting to develop the backup plan and to arrange for a test of the disaster recovery process has been arranged.</p>	Aden Walker/Mandy Beever	17/06/2024