

**SCOTTISH BORDERS COUNCIL**

**ACTION SHEET MASTER COPY**

**AUDIT and SCRUTINY COMMITTEE 2020/21**

Notes:-

1. Paragraphs Marked with a \* require full Council approval before action can be taken
2. Items for which no actions are required are not included

TITLE	DECISION REQUIRING ACTION	DIRECTORATE/ SECTION	RESPONSIBLE OFFICER	STATUS
<b>28 September 2020</b>				
Best Value Action Plan	<b>The Chairman commented that the detail of progress had been reassuring but it would be helpful to have such information in advance of the meeting to give Members the opportunity to understand and consider what questions they may wish to ask. It had been useful to see the total of actions but for the quarterly reviews going forward, the focus would be on exceptions rather than all actions.</b>	Transformation & Performance	Jason McDonald	Next quarterly update of BV Action Plan scheduled for presentation on 8 February 2021.
Audit Scotland Counter Fraud Reports	<b>Request that the Corporate Fraud Steering Group (Integrity Group) of officers consider all three reports as part of their counter fraud role and responsibilities, and carry out an assessment of counter fraud controls associated with the covid-19-emerging-fraud-risks and report back to the Committee on findings and necessary actions at the earliest opportunity.</b>	Audit & Risk	Jill Stacey	Initiated at the meeting of the Corporate Fraud Steering Group (Integrity Group) on 30 October 2020. Report scheduled for presentation on 8 February 2021.
<b>22 October 2020</b>				
Annual Assurance Statement 2019/20 to the Scottish Housing Regulator	<b>It was requested and noted that future reports would contain more detail with regard to actions taken. A private Members' briefing would also be arranged to update Ward Councillors on progress with the occupancy agreement for Tweedside Park residents.</b>	Customer & Communities	Jenni Craig	In hand.
	<b>Approve the Annual Assurance Statement 2019/20 for submission to the Scottish Housing Regulator.</b>	Customer & Communities	Jenni Craig	Submitted along with the 'Summary Statement of Self-Assessment of Compliance against Regulatory Framework' to the Scottish Housing Regulator via the Landlord Portal on 26 November 2020. Complete.

Police Community Action Teams Governance	<b>AGREED that officers bring back a report with details on enhancing reporting to Executive Committee and investigating a mechanism for improving communication between the Oversight Group and Police, Fire and Rescue and Safer Communities Board.</b>	Clerk to the Council	Jenny Wilkinson	Scheduled for presentation to A&SC (Scrutiny business) meeting on 10 December 2020.
<b>23 November 2020</b>				
Treasury Management Mid-Year Report 2020/21	<b>AGREED to request the Executive Director Finance &amp; Regulatory bring a briefing paper on the financial elements of PFI contracts, including any changes being sought on the national regulations.</b>	Finance & Regulatory	David Robertson	Draft Treasury Management Strategy 2021/22 scheduled for presentation on 8 February 2021.
Progress on Implementation of Internal Audit Recommendations	<b>AGREED to request that the senior managers implementing the Digital Customer Access programme attend the next meeting of the Audit &amp; Scrutiny Committee (Audit business) to provide further information.</b>	Customer & Communities Transformation & Performance	Jenni Craig Jason McDonald	Next meeting of Audit & Scrutiny Committee (Audit business) is on 8 February 2021.
Internal Audit Work to October 2020	<b>AGREED to request that the Executive Director Finance &amp; Regulatory write to the Chief Executive NHS Borders to encourage sign-off at the earliest opportunity of the SLA relating to the Community Equipment Service.</b>	Finance & Regulatory	David Robertson	In hand.