

ACTION SHEET MASTER COPY

SCOTTISH BORDERS COUNCIL AUDIT COMMITTEE 2022/23

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
22 November 2021				
Internal Audit Work to October 2021 (Audit of Business Continuity Framework)	AGREED to request the Corporate Management Team to review business continuity arrangements across the Council and that an assurance report be presented to the Audit and Scrutiny Committee at its February 2022 meeting.	Acting Chief Executive / Emergency Planning	David Robertson	BC Project underway with Chief Officer Audit & Risk a member of the Project Board to enable continuous Internal Audit follow-up work. Further verbal update at September 2022 meeting of A&SC.
14 March 2022				
Progress Update on LDS Financial Management Recommendation	AGREED that the Director Health and Social Care would provide an update on LDS Financial Management actions for the meeting of the Audit and Scrutiny Committee in August 2022.	Health & Social Care IJB	Chris Myers	Further update at September 2022 meeting of A&SC.
Internal Audit Work to February 2022 (Audit of Schools Financial and Business Administration Processes)	AGREED The Review Group would follow-up on mandatory e-learning as part of its first quarter work.	Acting Chief Executive	David Robertson	Directors receive reports from HR Training on eLearning mandatory modules, and use this to monitor uptake and encourage staff to complete.
27 June 2022				
Proposed Briefings/Seminars at Development Sessions 2022-23 for Audit and Scrutiny Committee	AGREED that development sessions would be rearranged so they were not scheduled in the 45 minutes immediately preceding formal business of the Audit and Scrutiny Committee and self-assessment questionnaires would be issued prior to the sessions.	Audit & Risk	Jill Stacey	Risk Management Framework - 7 September 2022; Treasury Management 9 November 2022; xx February 2023 Skills and Knowledge self-assessment; xx March 2023 annual Audit Committee self-assessment