

ACTION TRACKER

SCOTTISH BORDERS COUNCIL AUDIT COMMITTEE 2023/24

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.	Chief Executive / Emergency Planning	David Robertson/Andy McLean	Progress on Internal Audit Actions followed-up during Resilience Planning audit to be reported to September 2023 Audit Committee meeting. Evidence of progress. Pending completion of one remaining Internal Audit action due 30 September 2023.
13 March 2023				
Director Risk Management Presentation	AGREED that the Director Infrastructure and Environment would bring back an update on service risks following the establishment of the Project Programme Management Office (PMO).	Infrastructure and Environment	John Curry	Internal Audit follow-up re Capital Investment is ongoing; PMO Role Specification and Terms of Reference of Strategic Asset Management Group in place though still too early to change risk score. Cycle of Directors' risk presentations agreed to February 2024 – propose Director I&E update March 2024.
10 May 2023				
Director Risk Management Presentation (Social Work & Practice)	AGREED to circulate statistic pertaining to those waiting to be discharged from hospital unnecessarily admitted to hospital that had been waiting for discharge for over 3 months.	Social Work & Practice	Stuart Easingwood	Performance Information on Delayed Discharge provided by Chris Myers, Joint Director Health & Social Care, was emailed to Audit Committee members on 4 September 2023. Complete
Progress Update on LDS Financial Management Recommendation	AGREED: (i) To pursue a joint IJB/SBC audit committee review of the LDS progress on the financial management recommendations by May 2024; and, (ii) To recommend to the Integration Joint Board Audit Committee to look at Best Value of the service to ensure it is operating accordingly	Health & Social Care IJB	Chris Myers / Simon Burt	To be included in Agenda papers for IJB Audit Committee in accordance with its monitoring of IJB Directions. Next meetings are scheduled in September and December 2023.

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Internal Audit Work to March 2023	AGREED that the Chair would raise with the Chief Social Work Officer the comment on receiving adequate management and performance information relating to Mental Health Services (Adults and Children).	Audit & Risk	Jill Stacey/Chair of Audit Committee	Stuart Easingwood, Director of Social Work & Practice (CSWO) confirmed that the issue related to the flow of information across the partnership to CSWO, rather than statutory duties not being fulfilled. <i>Complete</i>
Counter Fraud Annual Report 2022-23	AGREED that the Chief Officer Audit and Risk would present to the Committee, after the counter fraud maturity assessment, a report on counter fraud effectiveness.	Audit & Risk	Jill Stacey	Integrity Group will conduct the counter fraud maturity assessment during 2023/24 and report outcomes within Counter Fraud Annual Report 2023/24 to Audit Committee in May 2024.
27 June 2023				
Annual Assurance Statement 2022-23 to Scottish Housing Regulator	AGREED to circulate a list of housing properties referred to in the report to Members.	Social Work & Practice	Stuart Easingwood	Sharron Elsdon, Homelessness Team Leader, provided information which was sent to Audit Committee members by email on 16 August 2023. <i>Complete</i>
Draft Annual Report and Accounts 2022/23	AGREED that the Director Finance and Procurement would provide a briefing note on the Aegon Monthly Income Unit Trust to explain the practice of holding all investments in one place as opposed to spreading the risk.	Finance & Procurement	Suzy Douglas	Briefing note on the Aegon Monthly Income Unit Trust and attachment (Council report from 2011 when the decision was taken to amalgamate all investments) was sent to Audit Committee members by email on 29 August 2023. <i>Complete</i>