

REPORT TO AUDIT COMMITTEE - 21 SEPTEMBER 2017

PROGRESS WITH ACTIONS FROM PREVIOUS AUDIT COMMITTEE MEETINGS

1 Recommendation

The Committee is recommended to:-

- 1.1 Review, discuss and comment on the update on actions agreed at previous meetings of the Committee, as detailed in the Appendix 1 to the report.**

2 Discussion

- 2.1 This report outlines progress made with actions agreed at the meeting of the Committee which was held on 21 June, 2017.
- 2.2 Appropriate officers have provided information on progress made with agreed actions and these updates are set out in the appendix to this report.
- 2.3 The Head of Finance and the Monitoring Officer within Business Services have been consulted and have no adverse comments to make.

3 Scheme of Governance

- 3.1 The committee is able to take a decision on this item in terms of Section G.1.1 in Part 2A of the Scheme of Governance as the committee responsible for overseeing the Council's financial management and internal audit function.

4 Implications and Risk

- 4.1 An equality impact assessment is not required because the reason for this report is to provide an update to Committee on outstanding actions and there will be no differential impact, as a result of this report, on people with protected characteristics.
- 4.2 There are no staffing or financial implications arising as a result of this report.
- 4.3 The following Risks have been identified as relevant to this matter on a Corporate Level: ACORP009 Operational Risk Management – review of previous actions ensures that areas highlighted by the Committee for attention are appropriately addressed.

Ritchie Johnson
Director of Business Services

Report by Samantha Rawlins, Committee Officer
Date: 11 September, 2017

APPENDIX 1

PROGRESS WITH OUTSTANDING ACTIONS FROM AUDIT COMMITTEE AS AT 24 AUGUST, 2017

	Item Title	Date of Meeting	Action Agreed	Service Required to Take Action	Progress to Date
1.	Internal Audit Reports (Exempt)	21 June, 2017	Appendix D Housing Repairs Subcontractors A visit to the Technical Hub at Maonachie Road, Fraserburgh to be offered to all substantive and substitute members of the Audit Committee.	Infrastructure Services	Visit booked for 22 September.
2.	Payroll and i-Trent - Update on Implementation	21 June, 2017	A visit to the Payroll Service to be offered to all substantive and substitute members of the Audit Committee. Request that further updates to be brought to the committee as the project progresses.	Business Services Business Services	Visit booked for 8 September. Update planned to go to 2 November Audit Committee
3.	Internal Audit Reports (Public).	21 June, 2017	Request that the timing of the Health and Safety training, scheduled for November 2017, be looked at with a view to potentially carrying it out earlier. Request that information on registering as Data Controllers is circulated to all substantive and	Business Services Business Services	Looking to identify earlier date. Information circulated to the whole committee on 4 July 2017.

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			substitute members of the Audit Committee.		
4.	Interim Report on the 2016/2017 Audit		Request that the completed action plan is circulated to all substantive and substitute members of the Audit Committee Request that the Committee receives the Annual Fraud Report	Audit Scotland Business Services	Awaiting Finalisation, will be with us by 1 September. Report will come forward to Committee following the publication of Audit Scotland's National Fraud Initiative report. Circulated 23 August 2017
5.	External Audit Progress Report		Request that the Audit Plan is circulated to all substantive and substitute members of the Audit Committee	Audit Scotland	
6.	Progress with Actions from Previous Scrutiny and Audit Committee Meetings		1719 Information Technology in Schools Request that ECS Committee consider undertaking Stage 1 of the Committee Review Process in relation to whether Glow is a suitable solution and the timescales for this to be introduced and report back to the Audit Committee within 3 months.	Education and Children's Services	ECS Committee considered this issue at their meeting on 31 August 2017 and agreed the following: (i) To note the detailed information provided in the circulated report. (ii) To conduct the Committee Review process in respect of the service delivery matter identified by the Audit Committee. (iii) To seek further reassurance in the form of a Stage 1 Scrutiny report by the

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					<p>Director of ECS to be presented to the December 2017 meeting of the Cttee and that the report provide detailed feedback from users of GLOW.</p> <p>(iv) That the Director of ECS arrange an Away Day for Members of the Cttee to incorporate learning through technology so that Members can become familiar with all methods that are used by the Service and see all web-based interfaces that support learning for young people and to invite Members of the Audit Cttee to attend, and</p> <p>(v) That the Head of Resources and Performance report to the Audit Cttee on 21 September 2017 with the Committee's decision.</p>