
Report To:	Audit Committee	Date:	20 August 2024
Report By:	Head of Legal, Democratic, Digital & Customer Services	Report No:	FIN/47/24/AP/LA
Contact Officer:	Francis Scott	Contact No:	01475 712090
Subject:	EXTERNAL AUDIT ACTION PLANS - CURRENT ACTIONS		

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 The purpose of this report is to advise Members of the status of current External Audit actions at 30 June 2024.

2.0 RECOMMENDATIONS

2.1 It is recommended that Members note the progress in relation to the implementation of external audit actions.

Lynsey Brown
Head of Legal, Democratic, Digital & Customer Services

3.0 BACKGROUND AND CONTEXT

- 3.1 External Audit report findings and action plans to relevant officers and the Audit Committee as part of their annual audit plan.
- 3.2 The Chief Internal Auditor co-ordinates follow up reporting on current actions arising from External Audit Action Plans with regular reporting to CMT and the Audit Committee.
- 3.3 There were six actions due for completion by 30 June 2024, all of which are completed.
- 3.4 There were 4 current external audit actions due over the period 30 June 2024 and 1 April 2027. These are set out in the status report at Appendix 1.

4.0 PROPOSALS

- 4.1 The Audit Committee is asked to note the progress in relation to the implementation of external audit actions.

5.0 IMPLICATIONS

- 5.1 The table below shows whether risks and implications apply if the recommendation is agreed:

SUBJECT	YES	NO
Financial		X
Legal/Risk	X	
Human Resources		X
Strategic (Partnership Plan/Council Plan)	X	
Equalities, Fairer Scotland Duty & Children/Young People's Rights & Wellbeing		X
Environmental & Sustainability		X
Data Protection		X

5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					

5.3 Legal/Risk

There is a risk that failure to implement agreed audit actions in a timely manner could result in an inability to provide a reasonable level of assurance over the Council's system of internal control to those charged with governance.

5.4 Human Resources

There are no human resources implications arising directly from this report.

5.5 Strategic

This report relates to strong corporate governance.

6.0 CONSULTATIONS

6.1 Relevant Officers were asked to provide updates and the Corporate Management Team have reviewed the responses and completion dates.

7.0 BACKGROUND PAPERS

7.1 2022/23 External Audit Annual Report

INVERCLYDE COUNCIL INTERNAL AUDIT
REPORT TO AUDIT COMMITTEE ON
STATUS OF EXTERNAL AUDIT ACTION PLAN POINTS
AT 30 JUNE 2024

Summary: Section 1 Summary of Management Actions due for completion by 30/06/2024

There were six actions due for completion by 30 June 2024, all of which are shown as completed.

Section 2 Summary of Current Management Actions Plans at 30/06/2024

At 30 June 2024 there were no audit reports delayed due to management not finalising the action plan within agreed timescales.

Section 3 Current Management Actions at 30/06/2024

At 30 June 2024 there were 4 current audit action points.

Section 4 Analysis of Missed Deadlines

At 30 June 2024 there were no audit action points where the agreed deadline has been missed.

**INVERCLYDE COUNCIL INTERNAL AUDIT
REPORT TO AUDIT COMMITTEE ON
STATUS OF EXTERNAL AUDIT ACTION PLAN POINTS**

SUMMARY OF MANAGEMENT ACTION PLANS DUE FOR COMPLETION BY 30.06.2024

SECTION 1

Area	No. of Actions Due	No. of Actions Completed	Deadline missed Revised date set*	Deadline missed Revised date to be set*	No action proposed
Chief Executive	3	3			
Environment and Regeneration	2	2			
Health and Social Care Partnership (HSCP)	0	0			
Education and Communities	1	1			
Total	6	6			

* These actions are included in the Analysis of Missed Deadlines – Section 4


**INVERCLYDE COUNCIL INTERNAL AUDIT
REPORT TO AUDIT COMMITTEE ON
STATUS OF EXTERNAL AUDIT ACTION PLAN POINTS**

SUMMARY OF CURRENT MANAGEMENT ACTIONS AS AT 30.06.2024

SECTION 2





CURRENT ACTIONS BY DIRECTORATE



Chief Executive	
Due for completion September 2024	1
Due for completion March 2025	1
Total Actions	2
Education and Communities	
Due for completion April 2027	1
Total Actions	1
Environment and Regeneration	
Due for completion April 2026	1
Total Actions	1
Total current actions:	4

Description	Status	Original Due Date	Due Date	Assigned to
Annual Report to Members on the 2021/22 Audit (November 2022)				
Local Development Plan (B/f) The preparation of the LDP will commence in February 2023 and be completed by April 2026.		30-Apr-2026	30-Apr-2026	Director, Environment & Regeneration

Description	Status	Original Due Date	Due Date	Assigned To
Annual Report to Members on the 2022/23 Audit (November 2023) – Financial Statements				
<p>Formal process for Head of Service impairment reviews (Priority 3 recommendation) Recommendation: We recommend the impairment review process is amended to include the requirement for Heads of Service to provide a positive return confirming whether any impairment indicators have arisen during the year.</p> <p>Management Response: Instruction in year-end pack will be amended and Officers will ensure returns are received, including nil returns, from all Heads of Service in future.</p>	✔	30-Jun-2024	30-Jun-2024	Finance Manager (Environment & Technical)
<p>Continuing to improve integrity of Fixed Asset Register (Priority 2 recommendation) Recommendation We recommend that a further data integrity and cleansing exercise is undertaken in 2023/24 to ensure the integrity of entries across all fields in the FAR.</p> <p>Management Response: Data integrity review of FAR will be added to the Year End timetable and carried out on an annual basis.</p>	✔	30-Jun-2024	30-Jun-2024	Finance Manager (Environment & Technical)
<p>Infrastructure Assets (Priority 2 recommendation) Recommendation: We recommend that should Management wish to meet this requirement they will need to carry out a retrospective review of the methodology used to account for the infrastructure assets and update the methodology accordingly to ensure compliance with the guidance. This weakness did not impact upon our planned audit approach.</p> <p>Management Response: It is intended to continue to use both statutory overrides for the 2023/24 annual accounts. Officers will continue</p>	✔	30-Jun-2024	30-Jun-2024	Finance Manager (Environment & Technical)

Description	Status	Original Due Date	Due Date	Assigned To
to review methodology to ensure compliance however this is considered a national issue. Officers will therefore keep abreast of national developments.				

Description	Status	Original Due Date	Due Date	Assigned To
Annual Report to Members on the 2022/23 Audit (November 2023) – Wider Dimension and Best Value				
Out of date policies (Priority 2 recommendation) Recommendation: We recommend that all out-of-date policies are prioritised for updating and review/approval by Council or appropriate Committee as soon as is practicable.		31-March-2025	31-March-2025	Corporate Management Team (Head of Legal, Democratic, Digital & Customer Services co-ordinating)
Locality plans (Priority 2 recommendation) Recommendation: We recommend that locality plans are updated in line with the new partnership and council plan. Management Response: The review of Inverclyde’s locality planning model which will include refreshing locality plans will follow the conclusion of the Community Council review.		30-Jun-2024	30-Jun-2024	Corporate Director (Education, Communities & Organisational Development)
Equality group involvement in plan (Priority 2 recommendation) Recommendation: We recommend that a specific equality group within the council is identified and involved in the strategy setting process. Management Response: Equality groups will be involved in the development of the next Council Plan from 2027 and in the mid-term review of the Partnership Plan in 2028.		01-Apr-2027	01-Apr-2027	Head of OD, Policy and Communications
Workforce planning (Priority 3 recommendation) Recommendation: We recommend that workforce plans are refreshed on a timely basis. Management Response: Refreshed workforce plans within Environment and Regeneration will be produced by June 2024.		30-Jun-2024	30-Jun-2024	Director, Environment & Regeneration

Description	Status	Original Due Date	Due Date	Assigned To
<p>Asset Management Strategy (Priority 3 recommendation) Recommendation: We recommend timely review and update of both strategies.</p> <p>Management Response: The Corporate Asset Management Strategy is scheduled to be updated and adopted by April 2024.</p> <p>The ICT Strategy is due to be updated and adopted by September 2024.</p>	 	30-Apr-2024 30-Sep-2024	30-Apr-2024 30-Sep-2024	Head of Physical Assets Head of Legal, Democratic, Digital & Customer Services