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<b>Report To:</b>	<b>Audit Committee</b>	<b>Date:</b>	<b>21 April 2015</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration &amp; Resources</b>	<b>Report No:</b>	<b>AC/06/15/AF/APr</b>
<b>Contact Officer:</b>	<b>Andi Priestman</b>	<b>Contact No:</b>	<b>01475 712251</b>
<b>Subject:</b>	<b>External Audit Action Plans - Current Actions</b>		

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## **1.0 PURPOSE**

- 1.1 The purpose of this report is to advise members of the status of current actions from External Audit Action Plans at 28 February 2015.

## **2.0 SUMMARY**

- 2.1 The Chief Internal Auditor co-ordinates follow up reporting on current actions arising from External Audit Action Plans on a monthly basis with regular reporting to CMT and the Audit Committee.
- 2.2 There were no actions due for completion by 28 February 2015. There are 7 current external audit actions being progressed by officers.
- 2.3 The CMT has reviewed and agreed the current status of actions.

## **3.0 RECOMMENDATIONS**

- 3.1 It is recommended that members note the progress to date in relation to the implementation of external audit actions.

**Aubrey Fawcett**  
**Corporate Director Environment, Regeneration & Resources**

## 4.0 BACKGROUND

- 4.1 External Audit regularly report findings and action plans to relevant Council Officers and the Audit Committee as part of their annual audit plan.
- 4.2 A follow up process is in place to allow follow up of current external audit actions to be co-ordinated and updated by Internal Audit on a monthly basis with regular reporting to CMT and the Audit Committee.

## 5.0 CURRENT STATUS

- 5.1 There are 7 current audit actions being progressed by officers. There were no actions due for completion by 28 February 2015. One action due for completion in April 2015 has been reported as complete by management.
- 5.2 The CMT has reviewed and agreed the current status of actions.

## 6.0 IMPLICATIONS

### 6.1 Finance

There are no direct financial implications arising from this report.

Financial Implications:

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					

### 6.2 Legal

There are no direct legal implications arising from this report.

### 6.3 Human Resources

There are no direct HR implications arising from this report.

### 6.4 Equalities

There are no direct equalities implications arising from this report.

### 6.5 Repopulation

There are no direct repopulation implications arising from this report.

## 7.0 CONSULTATIONS

- 7.1 Relevant Officers were asked to provide updates to the report as appropriate.

## 8.0 LIST OF BACKGROUND PAPERS

- 8.1 External Audit reports. Copies available from Andi Priestman, Chief Internal Auditor.

**INVERCLYDE COUNCIL INTERNAL AUDIT**  
**REPORT TO AUDIT COMMITTEE ON**  
**STATUS OF EXTERNAL AUDIT ACTION PLAN POINTS**  
**AT 28 FEBRUARY 2015**

**Summary: Section 1 Summary of Management Actions due for completion by 28/02/15**

There were no items due for completion by 28 February 2015.

One item due for completion in April 2015 has been reported as completed by management.

**Section 2 Summary of Current Management Actions Plans at 28/02/15**

At 28 February 2015 there were no audit reports delayed due to management not finalising the action plan within agreed timescales.

**Section 3 Current Management Actions at 28/02/15**

At 28 February 2015 there was a total of 7 current audit action points.

**Section 4 Analysis of Missed Deadlines**

At 28 February 2015 there was a total of 2 audit action points where the agreed deadline had 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 28.02.15**

**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	0				
Environment, Regeneration and Resources	0				
Inverclyde Health and Social Care Partnership (IHSCP)	0				
Education, Communities and Organisational Development	0				
<b>Total</b>	<b>0</b>				

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

In addition, management has advised that the undernoted action is now complete.

<b>Targeted Follow Up to Audit Scotland Report on Major Capital Investments in Councils (December 2015)</b>		
An update on the action plan will be submitted to April 15 Policy and Resources Committee	<b>Head of Legal and Property Services</b>	<b>15.04.15</b>

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

**SUMMARY OF CURRENT MANAGEMENT ACTIONS AS AT 28.02.15**

**SECTION 2**

**CURRENT ACTIONS BY DIRECTORATE**

<b>Environment, Regeneration and Resources</b>	
Due for completion March 2015	1
Due for completion April 2015	1
Due for completion June 2015	2
Due for completion August 2015	1
Due for completion March 2016	1
<b>Total Actions</b>	<b>6</b>
<b>IHSCP</b>	
Due for completion March 2015	1
<b>Total Actions</b>	<b>1</b>
<b>Total current actions:</b>	<b>7</b>

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

**CURRENT MANAGEMENT ACTIONS AS AT 28.02.15**

**SECTION 3**

**Environment, Regeneration and Resources**

<b>Action</b>	<b>Owner</b>	<b>Expected Date</b>
<b>Annual Report to Members on the 2011-2012 Audit (November 2012)</b>		
<b>Risk Management</b> An overview report will be presented to members.	<b>Chief Internal Auditor</b>	<b>31.03.15*</b>
<b>ISA 260 (September 2014)</b>		
<b>Revaluations</b> Management will review procedures in order to implement adequate checks and/or reconciliations to ensure where possible that no revaluations are omitted or duplicated.	<b>Chief Financial Officer</b>	<b>30.06.15</b>
<b>Annual Report to Members on the 2013-2014 Audit (November 2014)</b>		
<b>Earmarked Reserves</b> The phasing of all EMRs have been reviewed at the start of 2014/15 and is reported to CMT and each Committee. This forms part of senior officer appraisals.  Reserves will also be reviewed as part of the 2015/17 budget.	<b>Chief Financial Officer</b>	<b>01.04.15</b>
<b>Budget Monitoring Reports</b> The current presentation of budget movements in Budget Monitoring reports will be reviewed and factored into reports on the 2015/16 budget.	<b>Chief Financial Officer</b>	<b>31.08.15</b>
<b>Targeted Follow Up to Audit Scotland Report on Major Capital Investments in Councils (December 2015)</b>		
The cross directorate Asset Management Corporate Improvement Group will establish a post implementation review process together with supporting policies during 2015/16 to identify good practice and benefits accruing completed projects.	<b>Asset Management CIG</b>	<b>31.03.16</b>
Specific training on capital investment will be delivered to Elected Member before the summer recess.	<b>Corporate Director ERR</b>	<b>30.06.15</b>

\* See Analysis of Missed Deadlines – Section 4

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

**CURRENT MANAGEMENT ACTIONS AS AT 28.02.15**

**SECTION 3**

**IHSCP**

<b>Action</b>	<b>Owner</b>	<b>Expected Date</b>
<b>Data Handling Overview (June 2009)</b>		
The information assets register will be implemented in conjunction with the approval of the information classification scheme.	<b>Corporate Director IHSCP</b>	<b>31.03.15*</b>

\* See Analysis of Missed Deadlines – Section 4

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

**SECTION 4**

<b>Report</b>	<b>Outstanding Actions</b>	<b>Original Date</b>	<b>Revised Date</b>	<b>Management Comments</b>
<b>Data Handling Overview (June 2009)</b>	The information assets register will be implemented in conjunction with the approval of the information classification scheme.	<b>31.12.12</b>	<b>31.03.15</b>	Services have populated a template detailing key information assets. This will then be reviewed to identify owners for each information asset/system.
<b>Members Letter 2011-12 (November 2012)</b>	<b>Risk Management</b> An overview report will be presented to members.	<b>30.04.13</b>	<b>31.03.15</b>	Existing service risk registers continue to be reviewed and updated for ERR and EC&OD directorates. Heatmaps have now been developed for Directorate level risks. In relation to IHSCP, risk registers were developed in 2014 and have now been finalised with service management teams to allow aggregated reporting to be undertaken on key risks to Audit Committee.