

AUDIT, RISK and SCRUTINY

DECISION TRACKING SHEET

26 November 2015

Please note that this statement contains a note of the decisions allocated to other Committees or to Officers to enable this Committee to track that audit recommendations and recommendations from the Committee are being actioned.

<u>No.</u>	<u>Minute Reference</u>	<u>A,R&S Committee Decision</u>	<u>Lead Officer(s)</u>	<u>Responsible Service</u>	<u>Decision or Update</u>
1.	Audit, Risk and Scrutiny 11 May 15 article 20	Audit Scotland Value for Money National Reviews (i) in relation to the report on Borrowing and Treasury Management, to note that following consideration by officers, a report would be submitted to this Committee then Finance, Policy and Resources Committee.	S Whyte	Finance	Work is ongoing to review the implications of this report. As there may be implications on the Council's Treasury Strategy, it is intended to report this through Finance, Policy and Resources Committee in December 2015 and thereafter to report to this Committee on the action taken and changes made as a result of this Audit Scotland report.
2.	Audit, Risk and Scrutiny 25 June 15 article 2	Transfer of Site, Langdykes Road to request the Chief Internal Auditor to meet with the appropriate Directors to agree the scope for the review and report back to the Committee.	D Hughes P Leonard	Internal Audit Communities, Housing and Infrastructure	A report is on the agenda Recommend to remove
3.	Audit, Risk and Scrutiny 25 June 15 article 11	Data Protection Reporting (ii) in response to a comment from Councillor Graham, to note that an annual report providing an overview throughout the year would be presented to this Committee at the meeting where no quarterly report was presented	S Inglis	Legal Services	Report will be submitted to Committee in June 2016
4.	Audit, Risk and Scrutiny	Outstanding Audit Recommendations	J Mackie	Communities and Housing	A report is on the agenda

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	25 June 15 article 20	(i) in relation to Community Centres Protecting Vulnerable Groups (PVG) Checks, to request that a checklist be designed and issued to all Community Centres which allows them to check off the list of items that they are to implement and that this and a report be submitted to the next meeting to provide further information on the PVG checks for volunteers of the community centres.	F Bell	Legal and Democratic	Recommend to remove
5.	Audit, Risk and Scrutiny 25 June article 20	Outstanding Audit Recommendations (iv) in relation to Compliance with Laws and Regulations, Training for staff, Control Design Deficiency, to note that a report would be submitted to this Committee in September 2015 providing details of the risk assessment and a list of priorities	F Bell	Legal and Democratic	Legal Services are working closely with HR colleagues to identify areas of high risk to the Council and provide the necessary training for officers to eliminate any risk to the Council.
6.	Audit, Risk and Scrutiny 25 June article 21	Arms' Length External Organisations (ii) to note the ongoing work in relation to the review of Service Level Agreements (SLAs) with tier 2 ALEOs and that a further report would be submitted to the next meeting of the Committee; and (iii) to note that the timetable for reviewing the Service Level Agreements for each ALEO would be included in the report to be submitted to the next meeting.	F Bell	Legal and Democratic Services	The timetable for reviewing the Tier 2 ALEO's is currently being finalised and implemented and will be reported to the next meeting of this Committee.
7.	Audit, Risk and Scrutiny 29 September Article 11	Council Tax Billing 2014/15 (i) in relation to questions from Councillors Cameron and Young regarding why the exemption	F Bell C Innes	Corporate Governance	The delay in reporting the exemption was down to an oversight by the service who had a responsibility to report

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		(paragraph 2.1.4) was not reported to Finance, Policy and Resources at the time, to note that the Head of Legal and Democratic Services would liaise with the Head of Procurement and issue the response to the Committee.			back. Contract Standing Orders are in the process of being reviewed and are due to be reported to Council in December. Recommend to remove
8.	Audit, Risk and Scrutiny 29 September Article 12	Housing – Rent Assessment (i) to note the information provided in relation to the number of HRA properties affected by the Haudagain Roundabout development and to request that the number be clarified and the report amended as appropriate and re-issued to the Service and the Committee.	D Hughes	Internal Audit	A report is on the agenda Recommend to remove
9.	Audit, Risk and Scrutiny 29 September Article 13	Public Reporting Performance – Audit Scotland’s Assessment	T Sulaiman	Communications and Promotion	Report due to Committee by April 2016
10.	Audit, Risk and Scrutiny 29 September Article 16	Outstanding Audit Recommendations Pre 15/16 (i) in relation to item 1 (Community Centres), to note the information provided regarding the number of Community Centres that had completed the required form relating to PVG checks and that a report would be submitted to the next meeting of the Committee to cover all outstanding issues for Community Centres	J Mackie	Communities and Housing	A report is on the agenda. Recommend to remove