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Audit, Risk and Assurance Committee Rolling Action Log

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 15 July 2021						
20210715 -AUD-001	Whistleblowing: 6 monthly reports to include information on training and how staff confidence in the process is measured.	CS Andy McDowall/ Lynn Brown	OPEN	20.01.22		

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<p>20210715 -AUD-002</p>	<p>HMICS Crime Audit 2020 – Strategic Engagement Plan: Due dates to be revisited to determine whether any can be brought forward</p>	<p>CS Richard Thomas</p>	<p>OPEN</p>	<p>16.07.21</p>	<p>Update 1907/2021 - R5 Training Strategy: The timescale reflects the volume of work required, the training that is needed across many disciplines and other training priorities. The final date is when we are confident that we are able to demonstrate the training has contributed to making a difference. That is not to say that we will not have delivered against some critical milestones earlier. The Training Needs Analysis, which is an earlier deliverable, will allow us to prioritise training in the areas where it will have the biggest impact.</p> <p>The timescales are mindful of the significant training requirements that are currently on the force as a consequence of delays due to Covid and other commitments in respect of COP26, Dame Elish / Hate Crime reviews, and new legislation.</p> <p>We have good internal oversight of this high level plan with the establishment of a Tactical Group to work together to make improvement and will report progress internally direct to ACC Major Crime, Public</p>
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						Protection and Local Crime. We will keep HMICS updated of our progress as well as reporting through SPA Committee structures. PROPOSE FOR CLOSURE.
20210715 -AUD-003	Internal Audit Reports: Key areas or concerns to be highlighted within cover paper and correlated within main report.	Internal Audit	OPEN	16.07.21		09.09.21: Internal audit cover papers have been prepared by SPA and now provide highlights of the assignment including key areas/ concerns. PROPOSE FOR CLOSURE.
20210715 -AUD-004	Audit Scotland Management Report: Target date to be confirmed for work undertaken in relation to changes to supplier details.	Alasdair Corfield	OPEN	16.07.21		09.09.21: Target date of 30 September 2021. PROPOSE FOR CLOSURE.
MEETING HELD 28 January 2021						

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<p>20210128 -AUD-002</p>	<p>Action Management System: Fiona Miller and John McNelis to discuss how action management system can be used to report audit action updates to the Committee.</p>	<p>Donna Adam</p>	<p>OPEN</p>	<p>27.04.21 15.07.21</p>		<p>23.04.2021: The action management system has just recently gone live within Police Scotland. Over the next 6 months the system will continue to roll out across the organisation and develop our performance reporting. When more detailed reporting is available this will be shared with colleagues in SPA.</p> <p>09.09.2021: We are using 4Action as the primary system for tracking all internal and external audit/inspection activity. We use the system to extract information for our reports and process is more efficient. We are improving the quality of updates and in particular percentage completion. We have the capacity to identify themes more readily and we are starting to show this within our reports. We have demonstrated the system to our SPA colleagues who are aware of the functionality.</p> <p>PROPOSE FOR CLOSURE</p>

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<p>20210128 -AUD-005</p>	<p>Internal Audit Covering Reports: Discussion on completion and presentation of Internal Audit covering reports to be held between Lynn Brown, John McNelis and Internal Audit.</p>	<p>Lynn Brown/ John McNelis</p>	<p>OPEN</p>	<p>27.04.21 15.07.21</p>		<p>05.05.21: Discussions have taken place with both internal and external audit with the aim to revise the process for 2021/22 internal audits.</p> <p>06.07.21: It has been agreed with internal audit that SPA will complete and present a covering report of internal audit assignments for 2021/22 internal audits.</p> <p>16.09.21: Action completed and demonstrated at agenda item 3.</p> <p>PROPOSE FOR CLOSURE</p>