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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 05 May 2021 | | | | | | |
| 20210505 -AUD-001 | Internal Audit Reports: Following discussions with SPA and Police Scotland, Gary Devlin to confirm whether any reports can be brought forward. | Gary Devlin | OPEN | 15.07.21 | | 08.07.21; The timing of reviews is driven by a number of factors including staff availability within PS, SPA, and Azets, activity being undertaken within the business areas under review, and lead times for fieldwork and the agreement of findings and management responses. Discussion with SPA and Police Scotland has not identified any potential candidate audits to bring forward, however we note that the distribution of audit reports remains fairly typical at 4, 2, and 4 reports planned to be presented to the Sept 21, Jan 22, and May 22 meetings of the ARAC, respectively. Propose to close. |

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| 20210505 -AUD-002 | PS Audit and Improvement Tracker: Future report to be updated to show indicative timings of those actions which are on hold. | ACC Speirs | OPEN | 15.07.21 | | 05/07/21: Where it has been possible to apply indicative timescales this has been done. However, it should be clear that this is not always possible where we await feedback or further guidance on next steps. Propose to close |
| 20210505 -AUD-003 | PS Audit and Improvement Tracker: Briefing to be provided on outstanding HMICS recommendations specifically relating to custody and data quality. | ACC Speirs | OPEN | 15.07.21 | | 05/07/21: Separate paper provided which provides detail in respect of open HMICS recommendations and update regarding the themes. Propose to close |
| 20210505 -AUD-004 | National Record of Scotland Data Sharing Agreement: John McNellis to keep committee updated on progress of agreeing draft. | John McNellis | OPEN | 15.07.21 | | 07/07/21: This has been updated in the SPA recommendations tracker paper. The SPA Chief Executive has signed the data sharing agreement and it is currently with Police Scotland to counter sign. Propose to close |

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| <p>20210505 -AUD-005</p> | <p>IA Performance Management Report: ACC Speirs to confirm whether the timeline for recommendation 1.1 will be in place during current financial year.</p> | <p>ACC Speirs</p> | <p>OPEN</p> | <p>15.07.21</p> | | <p>05/07/21: The recommendations from the Internal Audit are underway as part of the revised Performance Framework for 2022. The evidence to demonstrate action taken will not be available until May 2022 to coincide with governance reporting hence the reason for that timescale. Committee members can be assured that the learning from this audit will be evidenced within the updated Performance Framework 2022/23.</p> <p>Propose to close</p> |
| <p>20210505 -AUD-006</p> | <p>IA Home Working Security Report: In response to the deadline of recommendation 2.1, Andrew Hendry to provide further information on programme plan.</p> | <p>Andrew Hendry</p> | <p>OPEN</p> | <p>15.07.21</p> | | <p>05/07/21: The implementation of a Mobile Device Management solution will be one of the first deliverables from the O365 project, which is currently at IBC stage of the formal governance journey. The timeframe anticipated for full roll out of O365 is 18-24 months which would place MDM delivery within the timeframe established in recommendation 2.1 of the security report.</p> <p>Propose to close</p> |

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| MEETING HELD 28 January 2021 | | | | | | |
| 20210128 -AUD-002 | 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. | Donna Adam | OPEN | 27.04.21 15.07.21 | | 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. Propose ongoing |
| 20210128 -AUD-005 | 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. | Lynn Brown/ John McNelis | OPEN | 27.04.21 15.07.21 | | 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. 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. Propose ongoing |