



REPORT TO: East Lothian IJB – Audit and Risk Committee

MEETING DATE: 18 June 2024

BY: Chief Internal Auditor

SUBJECT: Internal Audit Recommendations Follow-Up

1 PURPOSE

- 1.1 To inform the Audit and Risk Committee of the Internal Audit work undertaken during 2023/24 to follow-up on the recommendations made in Internal Audit work completed during 2022/23.

2 RECOMMENDATION

- 2.1 The Audit and Risk Committee is asked to note the follow-up work undertaken and the revised timescales for the recommendations that have not yet been completed.

3 BACKGROUND

- 3.1 The East Lothian IJB Internal Audit service currently follow-up all recommendations made to ensure completion on an annual basis. It has been agreed with the Audit and Risk Committee that following this report outstanding recommendations will be reported on a quarterly basis to each Audit and Risk Committee commencing in September 2024.
- 3.2 As part of the 2022/23 Internal Audit Plan, three Internal Audit reviews were completed containing 14 recommendations graded as indicated in Table A below.

Table A: Internal Audit Recommendations by Audit and Grade 2022/23

Audit Review 2022/23	Medium Recommendations	Low Recommendations
CIPFA FM Code	4	–
Workforce Planning	2	2
Strategic Planning	4	2

3.3 Follow-up work has identified that 11 of the 14 recommendations have been fully implemented, two are partially complete and one has yet to be completed. Appendix 1 provides details of the recommendations that are not yet fully completed. This provides reasonable assurance that management are taking appropriate steps to implement Internal Audit recommendations.

4 ENGAGEMENT

4.1 The findings from the review have been discussed with Management, but do not require wider engagement.

5 POLICY IMPLICATIONS

5.1 None

6 INTEGRATED IMPACT ASSESSMENT

6.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

7 DIRECTIONS

7.1 The subject of this report does not require any amendment to or creation of Directions.

8 RESOURCE IMPLICATIONS

8.1 Financial - None

8.2 Personnel - None

8.3 Other - None

9 BACKGROUND PAPERS

9.1 Appendix 1 Outstanding Internal Audit Recommendations 2022/23

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DATE	7 June 2024

**OUTSTANDING RECOMMENDATIONS
East Lothian IJB 2022/23 Audit Work**

REC REF	RECOMMENDATION	GRADE	RESPONSIBLE OFFICER	ACTION UPDATE	AGREED TARGET DATE	REVISED TARGET DATE
2.3 CIPFA FM Code	<u>Partly Implemented</u> Management should ensure that the annual budget report includes a statement on the adequacy of the proposed financial reserves.	Medium	Chief Finance Officer	March 2024 budget paper had significant discussion of reserves and this continues to be the case, however there has been no specific statement included on the adequacy of the proposed financial reserves.	April 2023	Feb 2025
2.1 Strategic Planning	<u>Awaiting Implementation</u> Management should attempt to ensure that all of the prescribed groups are represented on the Strategic Planning Group at all times and in order to meet this requirement attempt to recruit commercial provider representatives from both health and social care.	Medium	Interim General Manager Strategic Integration	In a time of continuing pressure on commercial providers of health and social care services it is proving difficult to secure representation from the sector on the IJB, in view of the time commitment. Commissioners and service managers have good relationships with providers and involve them in consultation on any relevant service changes. A further attempt to recruit will be completed by the end of the year.	Sep 2023	Dec 2024
2.1 Workforce Planning	<u>Partly Implemented</u> Management should schedule as soon as possible a comprehensive review of the future demand and need. Thereafter a gap analysis should be concluded to identify the skills gaps and introduce appropriate measures to address them.	Medium	Workforce Development Officer East Lothian HSCP	Work has been completed by teams now, including very recently Primary Care and this is being pulled together into one central document.	Aug 2023	July 2024