

Stephen Brown (Chief Officer).

Orkney Health and Social Care Partnership.

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Agenda Item: 4.

IJB Performance and Audit Committee

Date of Meeting: 28 September 2022.

Matters Arising Log from Meeting held on 6 July 2022

Matters Arising		Target Date	Lead Officer	Notes
1.	Adoption Allowances and Kinship Payments		Jim Lyon	Although a timescale could not be confirmed, it was agreed that this action remain on the Matters Arising Log, with a medium term timescale, to enable the Committee to be advised as and when progress was made
2	Performance Monitoring Report:			
	<ul style="list-style-type: none">Development Session to be arranged in order to discuss what information would be most beneficial for future reportingEnsure correct officers present when relevant data in performance monitoring	August 2022 September 2022	Maureen Swannie Stephen Brown	Development session held on 23 August 2022. Action can be deleted following September 2022 meeting.

Matters Arising		Target Date	Lead Officer	Notes
	report being scrutinised.			
3.	<p>Internal Audit Annual Report and Opinion</p> <ul style="list-style-type: none"> Investigate how to capture the detail of the audit reports in the Annual Report. Investigate how to follow up on any recommendation made within Audit Reports to ensure recommendations are completed and how best to report back to members 	June 2023	Stephen Brown/ Andrew Paterson	

Outstanding Matters Arising from Previous Committee Meetings

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.

Regular Reports required

	Report.	Frequency.	Notes.
1.	External Audit Annual Report.	Annually in September.	On agenda for 28 September 2022.
2.	Final Annual Accounts.	Annually in September.	On agenda for 28 September 2022.
3.	Performance Monitoring.	Quarterly.	Next due December 2022.

Report.		Frequency.	Notes.
4.	Internal Audit Annual Plan.	Annually in March.	Next due March 2023.
5.	External Audit Plan	Annually in March.	Next due March 2023.
6.	Internal Audit Annual Report and Opinion.	Annually in June.	Next due June 2023.
7.	Draft Annual Accounts	Annually in June.	Next due June 2023.