

## **Item: 6**

**Orkney and Shetland Valuation Joint Board: 14 December 2023.**

**Annual Audit Report 2022/23 – Action Plan.**

**Report by Clerk to the Board.**

### **1. Purpose of Report**

To provide an update on progress with the Action Plan arising from the Annual Audit Report on the 2022/23 Audit of Orkney and Shetland Valuation Joint Board.

### **2. Recommendations**

The Board is invited to note:

#### **2.1.**

The updated Action Plan, attached as Appendix 1 to this report, which contains actions arising from the Annual Audit Report on the 2022/23 Audit.

#### **2.2.**

That a further update on progress will be presented to the Board, at its meeting to be held in March 2024.

### **3. Action Plan Progress**

#### **3.1.**

On 28 September 2023, the Board considered progress on the outstanding audit recommendations arising from the Annual Audit Report on the 2021/22 and 2020/21 Audits.

#### **3.2.**

The Action Plan has been updated to include actions arising from 2022/23 Audit and is attached as Appendix 1 to this report.

### **4. Financial Implications**

Other than the specific items listed in the Action Plan, which will be addressed separately by the Board, there are no financial implications arising directly from the report.

## **5. Governance Aspects**

The content and implications of this report have been reviewed and, at this stage, it is deemed that the Board **DOES NOT** require external legal advice in consideration of the recommendations of this report.

## **6. Contact Officer**

Karen Greaves, Clerk to the Board, Email [karen.greaves@orkney.gov.uk](mailto:karen.greaves@orkney.gov.uk)

## **7. Appendix**

Appendix 1: Action Plan – Recommendations for Improvement.

**Orkney and Shetland Valuation Joint Board**  
**Action Plan - Recommendations for Improvement –2022/23-Annual Audit**

	Area	Recommendation	Management Response	Lead	Target Date	Progress / Update
<b>Follow Up of 2020/21 Actions</b>						
1	Governance and Transparency	The VJB should review its internal governance documents, ensuring that its Constitution is appropriately tailored and up to date, and supported by VJB-specific Financial Regulations, Contract Standing Orders and other governance documents as appropriate.	The Report recommendations are accepted and agreed. The VJB will review its internal governance documents.	Clerk	31/12/2023	In Progress. The Board has agreed revised Standing Orders at its meeting on 30 June 2022 and a Final Scheme of Delegation at its meeting in Dec 2022. Tailored Financial Regulations and Contract Standing Orders are now in draft form and being reviewed by officers prior to presentation at the next meeting of the Board.
<b>2022/23 Actions</b>						
2	Financial Sustainability	We recommend development of quantified plans to address the identified funding gaps over medium or long term.	This will be considered when reviewing the MTFP for 2024 budget setting	Assessor and ERO	01/04/2024	This will be considered when reviewing the MTFP for 2024 budget setting
3	Financial Sustainability	We recommend sensitising inflation rate to identify and consider range of outcomes with respect to the potential funding gaps.	At the time of preparing the MTFP forecast inflationary figures were predicting inflation returning to government policy levels. Appropriate rates will continue to be applied when preparing forecasts.	Treasurer	01/04/2024	This will be considered when reviewing the MTFP for 2024 budget setting