

National Park Authority

Audit & Risk Committee Meeting

Agenda Item 4



Matters Arising

Paper for noting

The following actions were noted at the previous meeting on 5th December 2017.

Item No	Action	Current status	Open / closed
4	Matters Arising Updates on Board member training will be provided within Matters Arising on an on-going basis.	An induction day took place for the new local authority members on Thursday 18 th January 2018 at headquarters and involved engagement with Operational Managers. This was attended by Danny Gibson, Ellen Morton, Diane Docherty and Barbara Morgan.	Ongoing
4	Matters Arising AA to send JC details about the Vehicle Fleet Policy.	AA forwarded the information. We have received feedback from our insurers which indicates it is not possible to provide this sort of business insurance coverage. This will be further questioned.	Ongoing
7	Freedom of Information / Environmental Information Regulations JC to circulate the Scottish Information Commissioner's Public Knowledge guidance information to members.	Information was circulated on 6 th December 2017.	Closed
8	Outstanding Actions Update 1. A plan to be put in place by March 2018 to complete the four outstanding actions in relation to fixed assets. 2. The Policy schedule should remain as an appendix to the Outstanding Actions update report going forward. JC to look at the review dates for the policies to ensure that we are not	Agency accountant has been appointed and this will form part of her priorities. See Agenda Item no 6, Appendix 3.	Ongoing Ongoing

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	overburdening ourselves with whole batches of policies to revise / review at the same time.		
9	<p>Grant Thornton update</p> <p>A meeting will be arranged with JC in early January to commence the planning work for the External Audit process.</p>	Meeting took place on 8 th January and interim audit took place w/c 29 th January.	Closed
10	<p>Confidential – Corporate Risk Register</p> <p>It was suggested that a Gateway Centre briefing paper should be provided for the Board.</p>	Confidential paper discussed at the Board December meeting.	Closed
11	<p>Fraud, Bribery and Corruption Policy</p> <ol style="list-style-type: none"> 1. An additional paragraph to be added at 1.4 and Appendix B to refer to the Fraud Triangle. 2. JB suggested that The Fraud Response Plan at Appendix A, paragraph 2 should be updated from “When we” to “When it is suspected that a fraud...” 3. Page 7, paragraph 7 to include references to other policies such as the Code of Conduct, Register of Interests and Whistleblowing. 4. JC to update the Policy and circulate to Members by email for approval. 	Members approved the Policy via email on 7 th December.	Closed

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