

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 7 NOVEMBER 2023						
20231107 -AUD-001	SPA Audit and Improvement Recommendations: Members to be provided with further information on the proposal to set aside recommendation 6 from the HMICS Assurance Review of the Toxicology.	Head of Finance, Audit and Risk, SPA	OPEN	30.11.23		25/1/2024: Authority staff had proposed to set aside the recommendation on the basis that work had been progressed internally and with Scottish Government to address the recommendation. Staff met with HMICS to discuss further. They had an additional perspective on the finding and have requested further analysis outlining example of court recovery that exists for other crimes and in other areas of the UK. This research is currently being worked and will be reported to the Operation Hitch improvement group for discussion, which will ultimately allow the discharge of the recommendation.

OFFICIAL

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
						Progress will continue to be monitored and reported in the normal quarterly ARAC report and as such it is proposed to close this action. Propose to close.
20231107 -AUD-002	ICO Audit of Police Scotland: Progress report be brought back to the next meeting.	Data Protection Officer, Police Scotland	OPEN	6.2.24		24/1/24: Update provided as part of Item 4.1. Propose to close
MEETING HELD 2 AUGUST 2023						
20230802 -AUD-001	Police Scotland Change Portfolio: Three year roadmap to be provided to Members.	Head of Portfolio Management, Police Scotland	OPEN	07.11.23 6.2.24		30/10/2023 – Request to defer to next meeting. 24/1/2024 – Request that this item be deferred to the May ARAC to allow the work to be completed given financial settlement and need for 3 year plan which is being worked on currently. Propose ongoing
MEETING HELD 22 JUNE 2023						
20230622 -AUD-002	SPA Audit and Improvement Recommendation Actions: Members to be provided with timescales for progressing the	Head of Finance, Audit and Risk, SPA	OPEN	02.08.23 07.11.23 6.2.24		25.07.23: SPA are in discussions with Police Scotland on how these actions can be progressed.

OFFICIAL

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
	three overdue actions from the 2018 ICO SPA Audit – GDPR compliance.					<p>31/10/2023 An ICO audit of Police Scotland has been undertaken and reported to the November ARAC. This latest audit has considered similar systems and we are evaluating if this report supersedes the 2018 recommendations.</p> <p>25/1/2024: An update is provided in the papers. All actions from the 2018 ICO SPA Audit have now been completed or superseded.</p> <p>Propose to close</p>
20230622 -AUD-003	Police Scotland Change Portfolio: Future reports to present a strategic overview of change. SPA and Police Scotland colleagues to also consider providing deep dives on key change projects.	Chief Digital Information Officer, Police Scotland, and Head of Finance, Audit and Risk, SPA	OPEN	07.11.23 6.2.24		<p>27/10/2023 – Still in discussion between SPA and PS.</p> <p>24/1/2024 – Request that this item be deferred to the May ARAC to allow the work to be completed given financial settlement and need for 3 year plan which is being worked on currently.</p> <p>Propose ongoing</p>
MEETING HELD 31 MARCH 2023						
20230331 -AUD-001	Internal Audit Report on Police Scotland Compliance: David Page and ACC Alan Speirs	Deputy Chief Officer, Police Scotland	OPEN	30.05.23 07.11.23 6.2.24		02/06/2023 - SharePoint survey is currently being developed, with a target completion date of 30th of June.

OFFICIAL

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
	to review the delivery milestones for PAVA management actions and advise Members if there are opportunities to resolve actions and associated risk earlier.					<p>Once this is established, this will be issued to ensure that all 300 operational sites respond, providing a current picture of PAVA controls across the country. Local surveys have taken place in both the West & the East to understand the nature of controls.</p> <p>20/07/2023 Sites are currently being surveyed to understand their level of PAVA control across the PS estate – with a targeted completion date of 27th August 2023. Whilst this is being undertaken, steps are progressing with Digital Division to ensure an electronic asset management system is in place by the end of the year to transfer all the data across into an auditable process.</p> <p>18/10/2023 - PAVA Survey now completed across the PSOS estate – with data now available on types of storage, location of canisters and local levels of control. The SOP is currently being drafted that will ensure that current storage is compliant with the requirements of the force. We are still working with Digital Division to produce a digital solution to ensure audit capability is up and running for the 31st of January 2024.</p>

OFFICIAL

OFFICIAL

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
						<p>24/01/2024 - SOP is now being circulated, which includes improvements to guidance on storage lockers, named responsible people in divisions and requirements in each station.</p> <p>The electronic lifecycle management system to manage this is currently in development by digital division and we are expecting a prototype of the system soon that will allow us to upload all records into a national database.</p> <p>Propose to close</p>

OFFICIAL