

## APPENDIX 4

ACTION PLAN NUMBER	GRADE	WEAKNESSES IDENTIFIED	AGREED ACTION	RESPONSIBLE OFFICER	DATE OF IMPLEMENTATION	REVISED DATE	COMMENT/EXPLANATION
<b>A - AUDIT SCOTLAND - COMMISSIONING COMMUNITY CARE SERVICES FOR OLDER</b>							
2	MEDIUM	Officers should implement information sharing arrangement to enable access to services across social work, housing and health, including the requirement to obtain consent.	Paper version in place. IT infrastructure being negotiated.	Head of Integrated Care	30 April 2005 31 July 2007 30 April 2008 30 November 2009	31 May 2010	DELAYED BUT RE-SCHEDULED. Social Work has implemented an electronic assessment package that has been reviewed and new package will be implemented 1 <sup>st</sup> February 2010. Government central repository is available to connect the Council with the NHS but no equivalent NHS system available. Option of allowing NHS staff employed in joint teams controlled access to council system will be piloted during Feb-March 2010 and thereafter consideration will be given to full implementation via the Joint Health & Care Strategic Partnership in May.
<b>B - GRANT THORNTON 2007-08 AUDIT - INTERIM MANAGEMENT REPORT</b>							
7	HIGH	Financial Management and Budgetary Control The Council has not yet set out how it will measure and report efficiency savings generated and performance systems are not yet in place to measure	The Council should put in place mechanisms to record efficiency savings generated from the plan.  Progress against the efficiency savings target	Head of Strategic Finance	31 December 2008 31 August 2009 31 December 2009	1 April 2010	This action has been broken down into 4 elements.. 3 of which have been completed. The outstanding element relates to reporting and this will be trialled at end of February 2010 and will be put

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		outputs and outcomes to support the measurement of efficiency.	should be reported on a regular basis to management and members.  Management Response This will be addressed				in place for the new financial year.
<b>C - GRANT THORNTON PROGRESS IMPLEMENTATION REVIEW - INTERNAL AUDIT</b>							
1	MEDIUM	Scope of Internal Audit The Council's procedures for the prevention of fraud and corruption are detailed within the Financial and Security Regulations and include guidance for staff reporting suspected fraud. The guidance does not specifically detail the role of Internal Audit in fraud investigations.	The Council Should update its 'guidance for staff reporting suspected fraud' to include specific reference to the role of Internal Audit.  Management Response The Council Constitution will be amended to recognise the role of Internal Audit in the investigation of suspected frauds.	Head of Democratic Services and Governance	30 April 2008 30 June 2009 01 October 2009	30 June 2010	This issue will be addressed when the final set of policies are reviewed by Council as part of their phased consideration of the elements of the Council Constitution with a completion date of 30 June 2010
<b>D - GRANT THORNTON REPORT ON CONTRACT MANAGEMENT</b>							
8	MEDIUM	If the Council decides to retain the airports, a business plan should be in place which details the financial and operational plans for the airports over the medium term.	A business and operational plan should be prepared for Argyll Air Services. This will detail the Council's plans for managing the airports going forward.  Current view of the Council is that the airports should remain in Council ownership, albeit the need for ongoing	Marine and Airfields Manager with Head of Roads and Amenity Services	31 December 2009	30 April 2010	The Airport is currently preparing submissions for gaining quality assurance accreditation and the recent audit from the CAA raised several observations that require addressing by specific deadlines. This has led to the business plan development being deferred.

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			review of the business and operational plan for Argyll Air Services and the airports will be part of the Departmental Service Planning process.				