

Accounts Commission Action Tracker
As at: 30 April 2025

Action No.	Date	Action	Action by	Assigned to	Timescale	Progress	RAG Status	Date complete
25/024	10-Apr-25	Engagement strategy - Council contribution Sarah will address the issue of councils contributing at Commission meetings, as part of work in relation to the engagement strategy.	Secretary to the Commission	Sarah Watters	May-25	Proposal sent to Members on 2nd May in relation to "right of reply". If agreed, would be implemented for all BV reports going forward	In progress	
25/023	10-Apr-25	Commission member training Support Team to share details of the Learning Management System and KnowBe4 with members.	Commission Support Team	Lee Ovens	Apr-25	Email sent to Members 17 April 2025 with links to LMS and KnowBe4 and instructions on using both.	Complete	17/04/2025
25/022	10-Apr-25	Local Audit Reform: UK Government's response Secretary to liaise with Director of Quality and Support to share more information on the UK Government's response with members.	Secretary to the Commission	Paul O'Brien	Apr-25	Paper sent to Members on 1 May and saved in SharePoint (Member Resources; Subject Briefings)	Complete	01/05/2025
25/021	10-Apr-25	Quarterly performance reports Secretary to gather members' views on receiving Audit Scotland quarterly reports by correspondence.	Secretary to the Commission	Sarah Watters	May-25	Email sent to Members on 30 April; approach still to be agreed	In progress	
25/020	10-Apr-25	Audit Scotland event with Jo Armstrong Secretary to share the link to the 'In conversation with Jo Armstrong' event with Commission members.	Secretary to the Commission	Sarah Watters	Apr-25	Secretary emailed Members with original and rescheduled date (22 May)	Complete	29/04/2025
25/019	10-Apr-25	Member diversity and equality information Secretary to send reminder and iTrent link to members; members to log their diversity and equality information.	Secretary and Commission members	Sarah Watters	May-25	Email sent to members 24 April 2025; link to iTrent and instructions on how to update included	Complete	24/04/2025