

Appendix 1 - MIJB Internal Audit Recommendations – In Progress

As at 08 November 2021



Audit Recommendation (Risk Rating)	Rating	Due Date	Progress	Service
2018/19 - Chief Internal Auditor's Annual Assurance Report and Opinion 2018/19 for Midlothian Health and Social Care Integration Joint Board				
The Delivery Plan should contain more detail regarding action to be taken in terms of what is to be done as well as how, by when and by whom it is to be achieved. How outcomes are to be measured should also be defined. Alternatively, this detail could be set out detailed action plans which sit below the Delivery Plan. If this approach is to be adopted then all actions contained in the Delivery Plan should be supported by a detailed action plan. The MIJB should also consider developing annual plans for commissioning services.	Medium	31-Mar-2022	70%	Integration Manager
Performance measures in the MIJB's Performance Management Framework should be more appropriately aligned to key priorities and outcomes of its Strategic Plan.	Medium	31-Mar-2022	70%	Integration Manager
2019/20 - Workforce development focused on the Midlothian Health and Social Care Partnership arrangements to support the Midlothian Integration Joint Board workforce direction - Moderate Assurance				
A review of the Midlothian Health and Social Care Partnership Workforce Planning Framework should be conducted to ensure it is aligned to the current Strategic Plan.	Medium	31-Mar-2022	90%	Practice Learning & Development Manager
Management should review the completed service plans to ensure they comply with the revised workforce planning guidance. Management should then make any necessary changes to their templates and after which, detailed workforce plans for all individual areas of the HSCP should be created. Consideration should also be given to whether 15 individual service plans is too ambitious to sit underneath the full Workforce Plan.	Medium	31-Dec-2021	80%	Practice Learning & Development Manager
Following the publication of the revised workforce planning guidance in December 2019, the Midlothian HSCP should proceed with the development of their three-year Workforce Plan to ensure publication by 31 March 2021 with attention given to the guidance when creating the plan. Management should ensure the plan is approved by the MIJB prior to the publication.	Medium	31-Mar-2022	80%	Practice Learning & Development Manager
All staff charged with completing the overall HSCP workforce plan, and the individual lower-level plans, should receive comprehensive training to allow them to more effectively perform the work. The training should be based upon the Scottish Government guidance published in December 2019	Medium	31-Mar-2022	80%	Practice Learning & Development Manager