



To: Councillor Jackie Dunbar, Convener; Councillor Yuill, Vice-Convener, and Councillors Cameron, Cooney, Copland, Crockett, Donnelly, Flynn, Graham, Greig, Hutchison, Lawrence, Malik, Jean Morrison MBE, Nathan Morrison, Reynolds and Townson.

Town House,
ABERDEEN 18 November 2015

AUDIT, RISK AND SCRUTINY COMMITTEE

The Members of the **AUDIT, RISK AND SCRUTINY COMMITTEE** are requested to meet in Committee Room 2 - Town House on **THURSDAY, 26 NOVEMBER 2015 at 2.00 pm.**

FRASER BELL
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

- 1 Determination of Exempt Business
- 2 Minutes, Workplan and Decision Tracking Statement
 - 2.1 Minute of Previous Meeting of 29 September 2015 (Pages 5 - 16)
 - 2.2 Workplan (Pages 17 - 26)
 - 2.3 Decision Tracking Statement (Pages 27 - 30)
 - 2.4 Minute of Corporate Health and Safety Committee of 22 May 2015 (Pages 31 - 38)
- 3 Performance and Improvement

- 3.1 Elected Member Development - report by the Interim Director for Corporate Governance (Pages 39 - 40)
- 3.2 Internal Audit Progress and Performance - report by the Internal Auditor (Pages 41 - 58)
- 3.3 External Audit Progress Report - report by External Auditor (Pages 59 - 64)
- 3.4 Data Protection Reporting July to September 2015 - Report by the Interim Director for Corporate Governance (Pages 65 - 70)

4 Risk Management

- 4.1 Protecting Vulnerable Groups (PVG) Scheme - report by the Interim Director for Corporate Governance (Pages 71 - 74)

5 Control Environment and Assurance Internal

- 5.1 Housing - Rent Assessment - Report by the Internal Auditor (Pages 75 - 82)

Please note this is the revised report as requested at the meeting on 29 September 2015

- 5.2 Transfer of Site, Langdykes Road - report by the Internal Auditor (Pages 83 - 86)
- 5.3 Risk Management - report by the Internal Auditor (Pages 87 - 96)
- 5.4 Commercial and Procurement - Creditors System - report by the Internal Auditor (Pages 97 - 110)
- 5.5 Human Resources & Customer Service - Payroll System - report by the Internal Auditor (Pages 111 - 120)

6 Control Environment and Assurance External

- 6.1 Scottish Public Services Ombudsman Complaint Decisions - report by the Interim Director for Corporate Governance (Pages 121 - 128)
- 6.2 Audit Scotland - Audit of Housing Benefit - Risk Assessment Report - report by the Interim Director for Corporate Governance (Pages 129 - 154)

- 6.3 Food Standards Scotland Core Audit - Report by the Director for Communities, Housing and Infrastructure (Pages 155 - 184)

- 7 Control Environment and Assurance - Audit Follow Up
 - 7.1 Internal Audit Recommendations Outstanding against 2015/16 (Pages 185 - 196)
 - 7.2 Internal Audit Follow Up Recommendations - Report by the Internal Auditor (Pages 197 - 200)
 - 7.3 External Audit Recommendation Outstanding 14/15 - report by External Auditor (Pages 201 - 216)
 - 7.4 Measures to Detect and Prevent Fraud - Report by the Interim Director for Corporate Governance (Pages 217 - 242)

- 8 Exempt Reports
 - 8.1 Craft Workers Terms and Conditions - Report by the Internal Auditor (Pages 243 - 256)
 - 8.2 Window Replacements - Report by the Director of Communities, Housing and Infrastructure (Pages 257 - 266)

Website Address: www.aberdeency.gov.uk

Should you require any further information about this agenda, please contact Karen Rennie, tel 01224 522723 or email karrennie@aberdeency.gov.uk