



To: Councillor Flynn, Convener; Councillor Yuill, Vice Convener;
Councillor Donnelly, the Depute Provost, Allard, Bell, Cooke, Jackie Dunbar,
Duncan, Graham, Lumsden, Avril MacKenzie, McLellan, Reynolds, Samarai,
Sellar and Townson.

Town House,
ABERDEEN 16 February 2018

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, 22 FEBRUARY 2018 at 2.00 pm.**

FRASER BELL
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

DETERMINATION OF URGENT BUSINESS

1.1 There are no items of urgent business at this time

DETERMINATION OF EXEMPT BUSINESS

2.1 There are no items of exempt business at this time

DECLARATIONS OF INTEREST

3.1 Members are requested to intimate any declarations of interest (Pages 5 - 6)

REQUESTS FOR DEPUTATION

- 4.1 There are no requests for deputation at this time

MINUTES

- 5.1 Minute of Previous Meeting of 23 November 2017 (Pages 7 - 20)
- 5.2 Minute of Meeting of the Corporate Health and Safety Committee of 25 August 2017 (Pages 21 - 36)
- 5.3 Minute of Meeting of the Corporate Health and Safety Committee of 17 November 2017 (Pages 37 - 48)

COMMITTEE BUSINESS AND TRACKER

- 6.1 Committee Business Statement (Pages 49 - 52)
- 6.2 Committee Tracker (Pages 53 - 58)

FINANCE, PERFORMANCE RISK AND SERVICE WIDE ISSUES

Financial Reporting

- 7.1 Annual Accounts 2017/18 - Action Plan and Key Dates - CG/18/002
(Pages 59 - 64)

Performance and Improvement

- 7.2 Internal Audit Progress Report - IA/18/001 (Pages 65 - 78)
- 7.3 Internal Audit Plan 2018/19 - IA/18/003 (Pages 79 - 130)
- 7.4 External Audit Strategy (Pages 131 - 166)
- 7.5 Information Governance - Data Governance Standards - CG/18/007
(Pages 167 - 268)
- 7.6 Sustainable Development Service Review - Wellington Brae Update CHI/18/006 (Pages 269 - 286)

- 7.7 Response to Grenfell Tower fire - building safety - CHI/18/007 (Pages 287 - 314)
- 7.8 Scottish Public Services Ombudsman and Inspector of Crematoria Complaint Decisions - CG/18/003 (Pages 315 - 320)
- 7.9 Audit of Aberdeen Crematorium by the Federation of Burial and Cremation Authorities - CHI/18/001 (Pages 321 - 328)

Risk Management

- 7.10 Bond Governance Protocol - CG/18/004 (Pages 329 - 358)
- 7.11 Corporate Framework for Management of Risk - CG/18/006 (Pages 359 - 386)
- 7.12 Fraud, Bribery and Corruption Policy - CG/17/154 (Pages 387 - 408)

Control Environment and Assurance - Internal

- 7.13 Vehicle Maintenance Audit - AC/18/08 Update - CHI/18/008 (Pages 409 - 412)
- 7.14 Major IT Business Systems - IA/AC/1810 (Pages 413 - 428)
- 7.15 Post Election Training for New Council - IA/AC/1816 (Pages 429 - 442)
- 7.16 Nursery Education - Pre-School Commissioned Places - IA/AC/1815 (Pages 443 - 454)
- 7.17 Integrated Joint Board - Integration Review - IA/AC/1724 (Pages 455 - 468)
- 7.18 Vehicle Usage - IA/AC/1817 (Pages 469 - 482)
- 7.19 Your HR - IA/AC/1822 (Pages 483 - 496)
- 7.20 Children's Social Work Payments - IA/AC/1809 (Pages 497 - 508)
- 7.21 Adult Social Work Payroll - IA/AC/1821 (Pages 509 - 524)
- 7.22 Capital Contracts - IA/AC/1819 (Pages 525 - 538)

7.23 Social Work Financial Assessments - IA/AC/1813 (Pages 539 - 554)

7.24 Bond Governance - IA/AC/1824 (Pages 555 - 576)

Control Environment and Assurance – Audit Follow Up

7.25 Releasing Information to the Public - IA/18/004 (Pages 577 - 580)

7.26 Internal Audit Follow Up on Recommendations since April 15/16 - IA/18/002 (Pages 581 - 628)

EXEMPT/CONFIDENTIAL BUSINESS

8.1 There are no exempt items of business at this time

EHRIA's related to reports on this agenda can be viewed at
[Equality and Human Rights Impact Assessments](#)

To access the Service Updates for this Committee please use the following link:
<https://committees.aberdeency.gov.uk/ecCatDisplayClassic.aspx?sch=doc&cat=13450&path=0>

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