

LEGAL AND DEMOCRATIC SERVICES

COMMITTEE DECISION SHEET

AUDIT, RISK AND SCRUTINY COMMITTEE - WEDNESDAY, 4 DECEMBER 2019

Please let the Committee Officer know as soon as possible if you do not agree with any action proposed in this decision sheet. These are decisions of the Committee and there is an expectation that action will be taken. If for any reason it is apparent that you will not be able to act on these instructions in full or in part or that there will be a delay, please let the Committee Officer know as it may be necessary to advise the Committee or seek further instructions from the Committee.

	Item Title	Committee Decision	Services Required to take action	Officer to Action
1.1	<u>Notification of Urgent Business</u>	<u>The Committee resolved:</u> there were no items of Urgent Business.		
2.1	<u>Determination of Exempt Business</u>	<u>The Committee resolved:</u> there were no items of Exempt Business.		
3.1	<u>Declarations of Interest</u>	<u>The Committee resolved:</u> to note that no declarations of interest were intimated.		
4.1	<u>Request for Deputation</u>	<u>The Committee resolved:</u> there were no deputation requests.		
5.1	<u>Minute of Previous Meeting of 25 September 2019</u>	<u>The Committee resolved:</u> to approve the minute as a correct record.	Governance	K Finch
6.1	<u>Committee Business Planner</u>	<u>The Committee resolved:</u> to note the content of the business planner.	Governance	K Finch
7.1	<u>Notices of Motion</u>	<u>The Committee resolved:</u> there were no notices of motion.		

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8.1	<u>Risk Management Policy</u>	<u>The Committee resolved:</u> to approve the Risk Management Policy.	Governance	R McKean V Cuthbert
8.2	<u>ALEO Assurance Hub</u>	<u>The Committee resolved:</u> (i) to note the update provided by the Assurance Manager in relation to Appendices A and B; (ii) to note the level of assurance provided by each ALEO on risk management, financial management and governance; (iii) to note that Assurance Hub officers and ALEO Service Leads will discuss any outstanding issues identified in the appendices and identified at the Audit, Risk and Scrutiny Committee with ALEO representatives, with a view to further improving the assessment ratings at the next Hub meeting; and (iv) to note the workplan for the ALEO Assurance Hub in 2020.	Governance	V Cuthbert
8.3	<u>Internal Audit Progress Report - IA/19/013</u>	<u>The Committee resolved:</u> (i) to note the update provided by the Chief Internal Auditor in relation to some of the audit reports that were due to be presented to this meeting; and (ii) to otherwise note the content of the report.	Internal Audit	D Hughes
8.4	<u>Internal Audit Follow Up on Recommendations - IA/19/014</u>	<u>The Committee resolved:</u> (i) to note the update provided from the Chief Internal Auditor in relation to	Internal Audit	D Hughes

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		audits AC1912, AC1806 and AC1823; and (ii) to otherwise note the content of the report.		
8.5	<u>Contract Management - IA/AC1926</u>	<u>The Committee resolved:</u> (i) in relation to a question regarding the £991,000 developer contributions that were no longer available, to note that the Director of Resources would circulate a response via email to the Committee providing the reasons why the funding was no longer available; and (ii) to otherwise note the content of the report and endorse the recommendations for improvement as agreed by the relevant function.	Resources Internal Audit Resources - Capital	S Whyte D Hughes J Wilson
8.6	<u>Stock Control - IA/AC2007</u>	<u>The Committee resolved:</u> to note the content of the report and endorse the recommendations for improvement as agreed by the relevant function.	Internal Audit Operations and Protective Services	D Hughes M Reilly N Burrows C Maciver D Ritchie
8.7	<u>IJB Directions - IA/AC1924</u>	<u>The Committee resolved:</u> to note the content of the report.	Internal Audit	D Hughes
8.8	<u>Annual Accounts 2019/20 - Action Plan and Key Dates</u>	<u>The Committee resolved:</u> to note that the Chief Officer Finance should complete the tasks within the defined deadlines.	Resources Finance –	L Fullerton J Belford

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8.9	<u>RIPSA Quarterly Report</u>	<u>The Committee resolved:</u> to note the update within the report.	Governance	J Anderson J Forsyth
8.10	<u>Scottish Public Services Ombudsman Decisions and Inspector of Crematoria Complaint Decisions</u>	<u>The Committee resolved:</u> to note the details in the report.	Customer Experience	L McKenzie
9.1	<u>Exempt Business where required</u>	<u>The Committee resolved:</u> There were no items of exempt business.		

If you require any further information about this decision sheet, please contact Karen Finch, tel 01224 522723 or email kfinch@aberdeencity.gov.uk