



To: Councillor Yuill, Vice Convener; and Councillors Jackie Dunbar, Duncan, Graham, Lumsden, Avril MacKenzie, Mennie, Alex Nicoll and Reynolds.

Town House,  
ABERDEEN 04 February 2020

## **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 **WEDNESDAY, 12 FEBRUARY 2020 at 2.00 pm.**

FRASER BELL  
CHIEF OFFICER - GOVERNANCE

### **B U S I N E S S**

#### **NOTIFICATION OF URGENT BUSINESS**

1.1 Notification of Urgent Business

#### **DETERMINATION OF EXEMPT BUSINESS**

2.1 Determination of Exempt Business

#### **DECLARATIONS OF INTEREST**

3.1 Declarations of Interest (Pages 5 - 6)

#### **DEPUTATIONS**

4.1 Deputation Requests

## **MINUTE OF PREVIOUS MEETING**

- 5.1 Minute of Previous Meeting of 4 December 2019 (Pages 7 - 14)

## **COMMITTEE PLANNER**

- 6.1 Committee Business Planner (Pages 15 - 20)

## **NOTICES OF MOTION**

- 7.1 Notice of Motion

## **COMMITTEE BUSINESS**

### **Internal Audit**

- 8.1 Internal Audit Progress Report - IA/20/001 (Pages 21 - 36)
- 8.2 Internal Audit Follow up on Recommendations - IA/20/002 (Pages 37 - 64)
- 8.3 Internal Audit Charter - IA/20/004 (Pages 65 - 72)
- 8.4 Internal Audit Plan 2020/21 - IA/20/003 (Pages 73 - 148)
- 8.5 Voids - Housing Repairs - IA/AC/2010 (Pages 149 - 164)
- 8.6 Income Generation - IA/AC/2001 (Pages 165 - 178)
- 8.7 School Catering Income and Expenditure - IA/AC/2013 (Pages 179 - 200)
- 8.8 Customer Access Points and Service Centre - IA/2/2012 (Pages 201 - 216)
- 8.9 Timesheets and Allowances - IA/AC/2023 (Pages 217 - 238)
- 8.10 Travel Policy - IA/AC/2009 (Pages 239 - 254)

### **External Audit**

- 8.11 External Audit Strategy (Pages 255 - 294)

### **Legal Obligations**

8.12 RIPSA Annual Report - GOV/20/042 (Pages 295 - 332)

**Scrutiny**

8.13 Scottish Public Services Ombudsman Decisions and Inspector of Cremations Complaint Decisions - CUS/20/023 (Pages 333 - 338)

**EXEMPT/CONFIDENTIAL BUSINESS**

Should you require any further information about this agenda, please contact Karen Finch, tel 01224 522723 or email [kfinch@aberdeencity.gov.uk](mailto:kfinch@aberdeencity.gov.uk)