

## LEGAL AND DEMOCRATIC SERVICES

### COMMITTEE DECISION SHEET

#### AUDIT, RISK AND SCRUTINY COMMITTEE - THURSDAY, 2 DECEMBER 2021

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	<b><u>Convener Announcement</u></b>	<b><u>The Committee resolved:</u></b> to note that the Convener had indicated that questions in relation to the Service Update issued in relation to the reconciliation of granite for Union Terrace Gardens would be taken prior to the commencement of the items of business in section 8 of the agenda.	Capital	J Wilson
1.1	<b><u>Urgent Business</u></b>	<b><u>The Committee resolved:</u></b> There were no items or urgent business.		
2.1	<b><u>Determination of Exempt Business</u></b>	<b><u>The Committee resolved:</u></b> in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of items 9.1 (Marchburn Park).	Governance	K Finch
3.1	<b><u>Declarations of Interest</u></b>	<b><u>The Committee resolved:</u></b> Councillor Yuill declared an interest in item 8 (Union Terrace Gardens Granite Reconciliation – Service Update) by virtue of his involvement with the reporting of the incident and considered that the nature of his interest required him to leave the meeting and he therefore took no part in the	Governance	K Finch

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		consideration of the item.		
4.1	<b><u>Deputation Requests</u></b>	<b><u>The Committee resolved:</u></b> There were no deputations.		
5.1	<b><u>Minute of Previous Meeting of 29 September 2021</u></b>	<b><u>The Committee resolved:</u></b> to approve the minute as a correct record.	Governance	K Finch
6.1	<b><u>Committee Business Planner</u></b>	<b><u>The Committee resolved:</u></b> (i) to note that items 10 (Revenue Budget Monitoring), 15 (Consilium System - HRA Building Maintenance System) and 17 (Commissioning) had been delayed until February 2022; (ii) to note that items 11 (Care Establishments Financial Administration), 12 (IT Infrastructure Systems), 27 (Recovery Arrangements for Sundry Debt) and 29 (Grant Funding to External Organisations) had been delayed until June 2022; (iii) to note that items 28 (Transport Arrangements for Education and Social Care), 30 (Council Owned Land and Property), 44 (Inspections, Aids and Adaptions) and 45 (Financial Administration – Waste) had been delayed and anticipated to be submitted during 2022; (iv) to otherwise note the content of the business planner.	Governance Internal Audit	K Finch C Harvey
7.1	<b><u>Notice of Motion</u></b>	<b><u>The Committee resolved:</u></b> there were no notices of motion.		

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1	<b><u>Union Terrace Gardens Reconciliation of Granite - Questions</u></b>	<b><u>The Committee resolved:</u></b> (i) to note the responses to members questions; and (ii) to note that at the end of the project a report providing the full reconciliation of the granite would be submitted to the Committee.	Capital	J Wilson
8.1	<b><u>Audit, Risk and Scrutiny Committee Annual Effectiveness Report - COM/21/276</u></b>	<b><u>The Committee resolved:</u></b> (i) to note that the Chief Officer – Finance would liaise with colleagues on the format for future reports; and (ii) to note the annual report of the Audit, Risk and Scrutiny Committee.	Finance Governance	J Belford F Bell/ K Finch
8.2	<b><u>Internal Audit Progress Report - IA/21/011</u></b>	<b><u>The Committee resolved:</u></b> (i) to thank the Internal Audit team for their efforts over the previous 15 months under difficult circumstances with staff shortages and the pandemic; (ii) to note the update provided in relation to the staffing situation within Internal Audit; (iii) to note the update in relation to the development of the 2022/23 Internal Audit Plan; (iv) to note the responses to members questions; and (v) to otherwise note the content of the report.	Internal Audit	C Harvey
8.3	<b><u>Internal Audit Recommendations - IA/21/012</u></b>	<b><u>The Committee resolved:</u></b> (i) in relation to Audit AC2117 (Housing Waiting List and Allocations), to note that information had been submitted to Internal Audit which was being verified	Internal Audit	C Harvey

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		<p>before the actions were marked as complete;</p> <p>(ii) to note that the Interim Chief Internal Auditor would identify whether an extra column could be included to enable an explanation as to why recommendations had been delayed; and</p> <p>(iii) to otherwise note the content of the report.</p>		
8.4	<b><u>Licensing Income - IA/AC2202</u></b>	<p><b><u>The Committee resolved:</u></b> to endorse the recommendations for improvement as agreed by the relevant function.</p>	Internal Audit Governance	C Harvey A Thomson
8.5	<b><u>Mental Health and Substance Abuse - AC/2112</u></b>	<p><b><u>The Committee resolved:</u></b> to endorse the recommendations for improvement as agreed by the relevant function.</p>	Internal Audit AH&SCP	C Harvey K Dawson C Wilson
8.6	<b><u>Financial System Interfaces and Reconciliations - AC/2203</u></b>	<p><b><u>The Committee resolved:</u></b> to endorse the recommendations for improvement as agreed by the relevant function.</p>	Internal Audit Finance	C Harvey J Belford R Burnett
8.7	<b><u>Annual Accounts 2021/22 - Key Dates - RES/21/290</u></b>	<p><b><u>The Committee resolved:</u></b></p> <p>(i) in response to a question relating to training for Councillors following the Local Government Elections in May 2022, to note that training would be provided for members who would be on this Committee prior to the meeting on 30 June 2021;</p> <p>(ii) to note on p118 at 3.3.8 the date should read 31 October 2022; and</p> <p>(iii) to otherwise note the information in</p>	Finance	J Belford L Fullerton

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		relation to the 2021/22 annual accounts process as contained in the report.		
8.8	<b><u>Use of Investigatory Powers Quarterly Report - COM/21/289</u></b>	<b><u>The Committee resolved:</u></b> (i) to note that there was an error in the index page of the policy which would be amended; (ii) to note the response to members questions; (iii) to note the update in the report in respect of the Council's use of investigatory Powers during quarter 4 of the current year; and (iv) to approve the Use of Investigatory Powers Policy, attached at Appendix A.	Governance	J Anderson
9.1	<b><u>Marchburn Park - CUS/21/292</u></b>	<b><u>The Committee resolved:</u></b> (i) to agree that an update would be provided to this Committee in June 2022 on conclusion of the ongoing discussions with the contractor; and (ii) to note the progress made on resolving the issues with properties in Marchburn Park.	Early Intervention and Community Empowerment	N Carnegie

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