

LEGAL AND DEMOCRATIC SERVICES

COMMITTEE DECISION SHEET

AUDIT, RISK AND SCRUTINY COMMITTEE - THURSDAY, 23 MARCH 2023

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 or Transparency Statements</u>	<u>The Committee resolved:</u> There were no declarations of interest or transparency statements.		
4.1	<u>Deputation Requests</u>	<u>The Committee resolved:</u> There were no deputation requests.		
5.1	<u>Minute of Previous Meeting of 2 February 2023</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.		
8.1	<u>Referrals from Council, Committees or Sub Committees</u>	<u>The Committee resolved:</u> There were no referrals.		

	Item Title	Committee Decision	Services Required to take action	Officer to Action
9.1	<u>ALEO Assurance Hub Workplan 2023 and Terms of Reference - COM/23/073</u>	<p>The Committee resolved:</p> <ul style="list-style-type: none"> (i) to note the workplan for the ALEO Assurance Hub in 2023 which had been consulted upon with the ALEOs and the relevant Conveners; and (ii) to note the Terms of Reference for the ALEO Assurance Hub which had been amended slightly to reflect revisions to the Committee structure and to include bp Aberdeen Hydrogen Energy Limited within the Hub's oversight arrangements. 	Governance	V Cuthbert
9.2	<u>Corporate Risk Register, Assurance Maps and Inspections Planner - COM/23/070</u>	<p>The Committee resolved:</p> <ul style="list-style-type: none"> (i) to note that the Assurance Manager would provide the Committee with details on the number of people on the City Persons at Risk Database; (ii) to note the responses to members questions; (iii) to note the Corporate Risk Register set out in Appendix A; (iv) to note the Cluster Assurance Maps provided at Appendix B; and (v) to note the Inspections planner provided at Appendix C. 	Governance	V Cuthbert R McKean
9.3	<u>Risk Appetite Statement Annual Review - COM/23/071</u>	<p>The Committee resolved:</p> <ul style="list-style-type: none"> (i) to remove the word 'however' from the overarching statement under the strategic heading; (ii) to otherwise approve the updated Risk Appetite Statement, attached at Appendix A; and (iii) to note the progress made towards embedding the RAS during 2022 and 	Governance	R McKean

	Item Title	Committee Decision	Services Required to take action	Officer to Action
		the training and engagement activities planned for 2023.		
9.4	<u>Business Continuity Plans Annual Review - COM/23/069</u>	<u>The Committee resolved:</u> to note the activities undertaken in 2022 and planned in 2023 to review, exercise and improve the Council's Business Continuity arrangements.	Governance	R McKean
9.5	<u>Scottish Public Services Ombudsman Decisions and Inspector of Crematoria Complaint Decisions - CUS/23/090</u>	<u>The Committee resolved:</u> to note the details of the report.	Customer Experience	L McKenzie
9.6	<u>Internal Audit Progress Report - IA/23/002</u>	<u>The Committee resolved:</u> (i) to note the progress of the Internal Audit plan; and (ii) to note the progress that management has made with implementing recommendations agrees in Internal Audit Reports.	Internal Audit	J Dale
9.7	<u>Integrated Joint Board Data Sharing - IA/AC2302</u>	<u>The Committee resolved:</u> to endorse the recommendations for improvement as agreed by the relevant function.	Internal Audit Health and Social Care Partnership	J Dale S MacLeod M Allan
9.8	<u>Lease Financing - IA/AC2308</u>	<u>The Committee resolved:</u> to endorse the recommendations for improvement as agreed by the relevant function.	Internal Audit Finance	J Dale J Belford L Fullerton
9.9	<u>Following the Public Pound - IA/AC2303</u>	<u>The Committee resolved:</u> to endorse the recommendations for improvement as agreed by the relevant function.	Internal Audit Finance	J Dale J Belford
9.10	<u>Benefits Quality Assurance Process - AC2311</u>	<u>The Committee resolved:</u> (i) to congratulate staff on the positive	Customer	W Connell

	Item Title	Committee Decision	Services Required to take action	Officer to Action
		(ii) outcome of the audit; and to otherwise endorse the recommendations for improvement as agreed by the relevant function.	Experience Internal Audit	J Dale
9.11	<u>Internal Audit Charter - IA/23/003</u>	<u>The Committee resolved:</u> to approve the attached Internal Audit Charter.	Internal Audit	J Dale
9.12	<u>Internal Audit Plan 2023-2026 - IA/23/004</u>	<u>The Committee resolved:</u> (i) to note the responses to members questions; and (ii) to approve the attached Internal Audit Plan for 2023-2026.	Internal Audit All Functions	J Dale All Directors and Chief Officers
10.1	<u>Exempt Reports</u>	<u>The Committee resolved:</u> There were no exempt reports.		

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