

LEGAL AND DEMOCRATIC SERVICES

COMMITTEE DECISION SHEET

AUDIT, RISK AND SCRUTINY COMMITTEE - THURSDAY, 14 SEPTEMBER 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>Deputations Requests</u>	<u>The Committee resolved:</u> There were no deputation requests.		
5.1	<u>Minute of Previous Meeting of 27 June 2023</u>	<u>The Committee resolved:</u> to approve the minute as a correct record.	Governance	K Finch
5.2	<u>Minute of Special Meeting of 15 August 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> (i) to note the information provided in relation to the Asset Management Audit and that this would be submitted to the Committee at it's meeting in	Internal Audit Resources	J Dale S Whyte

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		(ii) November 2023; and to otherwise note the content of the Committee 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.		
9.1	<u>Information Governance Management Annual Statement 2022-2023 - CUS/23/293</u>	<u>The Committee resolved:</u> (i) to note that the Chief Officer - Data Insights would circulate by email a response in relation to the origin of the Freedom of Information (FOI) requests; (ii) to note that the Chief Officer – Data Insights would provide an update in relation to the number of FOI requests that were received that could have been dealt with outwith FOI legislation; and (iii) to note the information provided about the Council’s information governance performance at sections 3.1 to 3.5 and in the Information Governance Report at Appendix 1.	Data Insights	M Murchie C Sim
9.2	<u>Use of Investigatory Powers Report - Quarter 3 - GOV/23/292</u>	<u>The Committee resolved:</u> (i) to note the information provided in relation to the positive inspection from the Investigatory Powers Commissioner; (ii) to note the covert surveillance activity; and (iii) to note the update on Communications Data.	Governance	J Anderson

	Item Title	Committee Decision	Services Required to take action	Officer to Action
9.3	<u>Internal Audit Progress Report - IA/23/008</u>	<p><u>The Committee resolved:</u></p> <p>(i) to note the progress of the Internal Audit Plan; and</p> <p>(ii) to note the progress that management has made with implementing recommendations agreed in Internal Audit reports.</p>	Internal Audit All Clusters	J Dale All Chief Officers
9.4	<u>Adults with Incapacity - AC2314</u>	<p><u>The Committee resolved:</u></p> <p>(i) in response to a question relating to how the Committee would get assurance that the service was on track between now and June 2024, to note that the Chief Internal Auditor would seek progress updates from Officers and report these in the progress report presented at each meeting; and</p> <p>(ii) to otherwise endorse the recommendations for improvement as contained in the internal audit report.</p>	Internal Audit Health and Social Care Partnership	J Dale C Wilson

If you require any further information about this decision sheet, please contact Karen Finch, tel 01224 053945 or email kfinch@aberdeencity.gov.uk