

GOVERNANCE

DECISION SHEET

AUDIT, RISK AND SCRUTINY COMMITTEE - THURSDAY, 23 NOVEMBER 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	Cluster 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> Councillor Bonsell advised that she had a connection in relation to agenda items 9.5 (Annual Effectiveness Report); 9.6 (External Quality Assessment) and 9.7 (Internal Audit Update Report) due to her being a member of CIPFA Scotland, the Chartered Institute of Public Finance and Accountancy, having applied the objective test, she did not consider that she had an interest and would not be withdrawing from the meeting for the items.	Governance	K Finch
4.1	<u>Deputation Requests</u>	<u>The Committee resolved:</u> There were no deputation requests.		

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5.1	<u>Minute of Previous Meeting of 14 September 2023</u>	<p>The Committee resolved:</p> <p>(i) in relation to article 8, resolution (i), to note the update provided by officers and that for future meetings, progress with the implementation of the agreed audit recommendations would be included in the Internal Audit Progress Report; and</p> <p>(ii) to otherwise approve the minute as a correct record.</p>	<p>Internal Audit AHSCP</p> <p>Governance</p>	<p>J Dale C Wilson</p> <p>K Finch</p>
6.1	<u>Committee Business Planner</u>	<p>The Committee resolved: to note the content of the Committee Business Planner.</p>	Governance	K Finch
7.1	<u>Notices of Motion</u>	<p>The Committee resolved: There were no notices of motion.</p>		
8.1	<u>Referrals from Council, Committees or Sub-Committees</u>	<p>The Committee resolved: There were no referrals.</p>		
9.1	<u>ALEO Assurance Hub Update - COM/23/356</u>	<p>The Committee resolved:</p> <p>(i) to note the level of assurance provided by each ALEO on governance arrangements, risk management and financial management respectively and the risk ratings applied by the ALEO Assurance Hub, as detailed in appendices B-H; and</p> <p>(ii) to note that the ALEO Assurance Hub would discuss any outstanding issues specified in the appendices with ALEO representatives, with a view to</p>	Governance	V Cuthbert

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		maintaining low/very low risk ratings and improving any medium risk ratings to low/very low.		
9.2	<u>Use of Investigatory Powers - Quarter 4 Report - COM/23/355</u>	<u>The Committee resolved:</u> (i) to note the covert surveillance activity and the Investigatory Powers Commissioner's letter of 5th September attached to this report; and (ii) to note the update on Communications Data.	Governance	J Anderson
9.3	<u>Scottish Public Services Ombudsman Decisions and Inspector of Cremations Complaint Decisions - CUS/23/357</u>	<u>The Committee resolved:</u> to note the details of the report.	Customer Experience	L McKenzie
9.4	<u>Annual Accounts 2023-24 Key Dates - RES/23/375</u>	<u>The Committee resolved:</u> (i) to note the information in relation to the 2023/24 annual accounts process contained in the report; and (ii) to note that the Convener would liaise with the Chief Officer – Finance and the Governance team regarding the date for the Committee to accommodate the unaudited accounts 2023-24.	Finance Governance	J Belford/ L Fullerton V Cuthbert K Finch
9.5	<u>Annual Effectiveness Report - COM/23/358</u>	<u>The Committee resolved:</u> (i) to note the annual report of the Audit, Risk and Scrutiny Committee; and (ii) to note that the management assurance report mentioned in the Convener's introduction had been missed from the planner in error and would be included.	Governance	K Finch

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9.6	<u>External Quality Assessment - IA/23/010</u>	The Committee resolved: to note that the Internal Audit Service fully conformed with the Public Sector Internal Audit Standards.	Internal Audit	J Dale
9.7	<u>Internal Audit Progress Report - IA/23/009</u>	The Committee resolved: (i) to note the progress of the Internal Audit Plan; and (ii) to note the progress that management has made with implementing recommendations agreed in Internal Audit reports.	Internal Audit	J Dale
9.8	<u>Corporate Asset Management - AC2313</u>	The Committee resolved: (i) to note the information provided on the Transformation Programme Fund; (ii) to note that the agendas and minutes from the Capital Board would be submitted to the Chief Internal Auditor; (ii) to otherwise endorse the agreed recommendations for improvement as contained in the internal audit report.	Resources - Finance Capital Corporate Landlord Operations and Protective Services Internal Audit	S White J Belford J Wilson S Booth M Reilly J Dale
9.9	<u>Pupil Equity Fund - AC2403</u>	The Committee resolved: to endorse the agreed recommendations for improvement as contained in the internal audit report.	Internal Audit Education and Children's Services	J Dale E Sheppard C Johnstone
9.10	<u>Care Management System - AC2405</u>	The Committee resolved: to endorse the agreed recommendations for improvement as contained in the internal audit report.	Internal Audit/ Digital and Technology/ Integrated Children and Family Services/	J Dale/ S Roud/ G Simpson/

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			Adults Social Work, AHSCP	C Wilson
9.11	<u>Data Protection - AC2406</u>	<u>The Committee resolved:</u> to endorse the agreed recommendations for improvement as contained in the internal audit report.	Internal Audit/ Data Insights	J Dale/ M Murchie C Sim

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