



To: Councillor Malik, Convener; Councillor Houghton, Vice-Convener; and Councillors Allard, Bonsell, Bouse, Fairfull, Graham, Henrickson, McLellan, McRae, Massey, Radley and Mrs Stewart.

Town House,
ABERDEEN, 2 February 2024

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 **MONDAY, 12 FEBRUARY 2024 at 2.00 pm**. This is a hybrid meeting and Members may also attend remotely.

The meeting will be webcast and a live stream can be viewed on the Council's website. <https://aberdeen.public-i.tv/core/portal/home>

JENNI LAWSON
INTERIM CHIEF OFFICER – GOVERNANCE (LEGAL)

B U S I N E S S

NOTIFICATION OF URGENT BUSINESS

1.1. There are no items of urgent business at this time

DETERMINATION OF EXEMPT BUSINESS

2.1. Members are requested to determine that any exempt business be considered with the Press and Public excluded

DECLARATIONS OF INTEREST

3.1. Members are requested to intimate any declarations of interest

DEPUTATIONS

4.1. There are no requests at this time

MINUTE OF PREVIOUS MEETING

- 5.1. Minute of Previous Meeting of 23 November 2023 (Pages 5 - 12)

COMMITTEE PLANNER

- 6.1. Committee Business Planner (Pages 13 - 18)

NOTICES OF MOTION

- 7.1. There are none at this time

REFERRALS FROM COUNCIL, COMMITTEES AND SUB COMMITTEES

- 8.1. There are no referrals at this time

COMMITTEE BUSINESS

Risk Management

- 9.1. Business Continuity Annual Report - COM/24/007 (Pages 19 - 26)
- 9.2. Corporate Risk Register, Cluster Assurance Maps, and Inspections Planner - COM/24/008 (Pages 27 - 78)
- 9.3. Risk Appetite Statement - Annual Review - COM/24/009 (Pages 79 - 90)

Governance, Accounts and Finance

- 9.4. Public Sector Equality Duty - COM/24/005 (Pages 91 - 98)
- 9.5. Assurance Reporting - COM/24/006 (Pages 99 - 104)

Legal Obligations

- 9.6. Use of Investigatory Powers - Annual Report 2023 - COM/24/010 (Pages 105 - 126)

Internal Audit

- 9.7. Internal Audit Charter - IA/24/003 (Pages 127 - 134)

- 9.8. Internal Audit Progress Report - IA/24/001 (Pages 135 - 160)
- 9.9. JB Complaints Handling - AC2402 (Pages 161 - 178)
- 9.10. Attendance Management - AC2411 (Pages 179 - 196)
- 9.11. COVID-19 Spending - AC2409 (Pages 197 - 210)
- 9.12. Vehicle and Driver Compliance - AC2401 (Pages 211 - 232)
- 9.13. Internal Audit Plan 2024-2027 - IA/24/002 (Pages 233 - 254)

EXEMPT/CONFIDENTIAL BUSINESS

- 10.1. There are none at this time

Integrated Impact Assessments related to reports on this agenda can be viewed [here](#)

To access the Service Updates for this Committee please click [here](#)

Website Address: aberdeencity.gov.uk

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