



To: Councillor Malik, Convener; Councillor Houghton, Vice-Convener; and Councillors Allard, Alphonse, Bonsell, Massey, McRae, van Sweeden and Yuill.

Town House,  
ABERDEEN 3 September 2025

## **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 **THURSDAY, 11 SEPTEMBER 2025 at 2.00 pm.**

JENNI LAWSON  
CHIEF OFFICER – GOVERNANCE

### **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 28 July 2025 (Pages 5 - 18)

## **COMMITTEE PLANNER**

- 6.1 Committee Business Planner (Pages 19 - 22)

## **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 - CORS/25/206 (Pages 23 - 30)
- 9.2 Information Governance Management Annual Report 2024-25 - CORS/25/203 (Pages 31 - 46)

### **Legal Obligations**

- 9.3 Use of Investigatory Powers Quarter 3 report CORS/25/211 (Pages 47 - 54)
- 9.4 Investigation report into Incorrect Political Listing - CORS/25/218 (Pages 55 - 70)

### **Scrutiny**

- 9.5 SPSO Decisions, Inspector of Crematoria Complaint Decisions - CORS/25/196 (Pages 71 - 78)

### **External Audit**

- 9.6 Update on Accounts Commission s.102 report on Council Tax Fraud - CORS/25/217 (Pages 79 - 88)

### **Internal Audit**

- 9.7 Internal Audit Charter - IA/25/012 (Pages 89 - 108)

- 9.8 Internal Audit Update Report - IA/25/011 (Pages 109 - 126)
- 9.9 Purchase Cards - AC2601 (Pages 127 - 150)
- 9.10 Bond Governance - AC2606 (Pages 151 - 168)
- 9.11 Early Learning and Childcare Setting Visits - AC2605 (Pages 169 - 184)

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

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