

Bon Accord Care - Appendix F

	Assurance Request	ALEO Response	Risk Rating
Governance	General Data Protection Regulation (GDPR)	BAC have a nominated GDPR Officer who leads on and monitors compliance within BAC. 95% of staff have completed GDPR Training. A new Data Protection – Incident Reporting Procedure has been issued in November and monthly reports on data incidents are provided to manage and reduce risk of non compliance.	Low
	Composition and Capacity of the Board	The Board currently consists of 5 NED (Non Executive Director), MD (Managing Director) and FD (Finance Director). Of the 5 NED, to account for newly recruited NED on 31.10.19 and forthcoming retirement, there 2 x Females and 3 x Males. Further work will be undertaken during 2020 to consider equalities representation on the Board.	Low
	Induction and Training Programme for Board Members	An induction and training programme is currently being refreshed to support induction of the newly appointed Non Executive Director. A refresh of a Board Development programme is planned for 2020 once new Board members are in post, using Developing Remarkable Boards framework. Update and progress will be requested at the next reporting cycle.	Low
Risk	Risk Register	The Risk Register is due to be updated and reviewed in November 2019 and will be reviewed at the next reporting cycle.	Very Low
	Risk Register (EU-Exit)	The Brexit risk assessment document was provided. Brexit is scored as a medium risk and specifies the Brexit related risks identified by the organisation and actions taken to reduce the effects of the risk and provides sufficient assurance. BAC attended EU-Exit meeting chaired by Derek McGowan in September and provided input that has been reflected in ACC EU-Exit RR.	Very Low
	Internal Audit	All internal audits have been completed as per BAC Schedules and outcomes will now be reviewed via BAC Corporate Management Team. This will be reviewed at the next reporting cycle.	Very Low
	External Audit	External Audits have been completed by; Care Inspectorate, EHO, Fire Service, Global Group (ISO 9001:2015) progress on resulting action plans will be reviewed at the next reporting cycle.	Very Low
Finance	Quarterly Trading Accounts	Provided and assessed as providing adequate assurance	Low
	Medium Term Financial Planning	A draft Medium Term Financial Plan was provided and will be updated in December. This will be reviewed at the next reporting cycle.	Low
	Audited Annual Accounts 2018-19	Provided and assessed as providing adequate assurance	Low