

Area of Assurance	Item	Purpose	Aberdeen Heat and Power	Aberdeen Performing Arts	Aberdeen Sports Village	Bon Accord Care	Sport Aberdeen
<b>Governance</b>	Information Governance and Data Protection	Assurance on compliance with GDPR.	May	May	May	May	May
	Workforce Planning	Assurance that the organisation has adequate workforce and succession planning arrangements in place.	May	May	May	May	May
	Training and Development Programmes	Assurance on training and development of Board members and workforce to align the needs of the organisation to skillset.	October	October	October	October	October
	Governance Documentation	Assurance that all governance documentation is regularly reviewed and supports the organisation's governance framework.	May	May	May	May	May
<b>Risk Management</b>	Risk Register	Assurance that risk registers are in place, are kept under regular review with control actions monitored to completion, and are linked to the achievement of outcomes for the ALEO and the Council.	May October	May October	May October	May October	May October
	EU Exit	Assurance that the organisation is preparing for EU Exit, that risks are identified and controls are in place.	May October	May October	May October	May October	May October
	Internal and External Audit	Assurance that ALEOs have risk-based internal and external audit plans in place and a process to address and close out audit recommendations.	May October	May October	May October	May October	May October
	Business Continuity Planning and Testing	Assurance that appropriate business continuity arrangements are in place including testing and exercising.	May October	May October	May October	May October	May October
	PREVENT Strategy	Assurance that ALEOs have appropriate procedures in place to work effectively with the Council to ensure it can meet its PREVENT obligations.	May	May	May	May	May
	Policies and Procedures	Assurance that key policies are in place and kept under review. This would include emergency planning and health and safety.	October	October	October	October	October

**Finance**

Quarterly Trading Accounts	Assurance that accounts are being managed within budget and the level of financial risk to the Council is low.	May October	May October	May October	May October	May October
Medium-Term Financial Planning	Assurance that ALEOs have prepared a medium-term financial plan or had incorporated medium term planning into a Business Plan to provide assurance that ALEOs are prepared for core funding pressures.	May October	May October	May October	May October	May October
Audited Annual Accounts 2018-19	Assurance that accounts are being managed within budget, are in line with statutory requirements and that the level of financial risk to the Council is low.	October	October	May	October	October