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1	<b>AUDIT, RISK AND SCRUTINY COMMITTEE BUSINESS PLANNER</b> The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting for the calendar year.								
2	<b>Report Title</b>	<b>Minute Reference/Committee Decision or Purpose of Report</b>	<b>Update</b>	<b>Report Author</b>	<b>Chief Officer</b>	<b>Directorate</b>	<b>Terms of Reference</b>	<b>Delayed or Recommended for removal or transfer, enter either D, R, or T</b>	<b>Explanation if delayed, removed or transferred</b>
3	<b>20 February 2025</b>								
4	Use of Investigatory Powers Annual Report CORS/25/016	to present the use of investigatory powers annual report.		Jessica Anderson	Governance	Corporate Services	5.2		
5	SPSO Decisions, Inspector of Crematoria Complaint Decisions CORS/25/017	In order to provide assurance to Committee that complaints and Scottish Welfare Fund applications are being handled appropriately, this report provides information on all Scottish Public Services Ombudsman (SPSO) and Inspector of Crematoria decisions made in relation to Aberdeen City Council since the last reporting cycle.		Lucy McKenzie	People and Citizens	Corporate Services	6.4		
6	ALEO Assurance Hub Workplan and Terms of Reference	To present the ALEO Assurance Hub Workplan for 2025 including dates for reporting.		Vikki Cuthbert	Governance	Corporate Services	1.3	D	This report has been delayed to allow time to have 1-2-1 meetings with all of the ALEO's ahead of publishing the workplan.
7	Elected Member Scrutiny CORS/25/019	To provide an update on discussions held within the elected member Governance Reference Group on our scrutiny approach and to seek the Committee's feedback on proposals which will be incorporated into the Scheme of Governance annual review to Council in April.		Vikki Cuthbert	Governance	Corporate Services	2.3		
8	Internal Audit Update Report IA/25/001	To provide an update on progress of the Internal Audit Plan, Audit Recommendations Follow Up and other relevant information for the Committee.		Jamie Dale	Governance	Corporate Services	2.2		
9	Internal Audit Plan 2025-2028 IA/25/002	to present the Internal Audit Plan for 2025-2027		Jamie Dale	Governance	Corporate Services	2.1		
10	Internal Audit Charter IA/25/003	to present the Internal Audit Charter for 2025-2026		Jamie Dale	Governance	Corporate Services	2.1		
11	Resettlement Governance AC2504	The purpose of this review is to ensure that procedures regarding the Council's responsibilities in relation to the resettlement of refugees, specifically the financial costs, are operating effectively, and [to consider] any wider impacts on other services delivered by the Council.		Jamie Dale	Governance	Corporate Services	2.2		

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12	IJB Counter Fraud AC2505	The objective of this audit is to provide assurance that the IJB's arrangements for the prevention of fraud, bribery and corruption are adequate and proportionate.		Jamie Dale	Governance	Corporate Services	2.2		
13	IJB Budget Setting and Monitoring AC2507	The audit objective is to ensure that appropriate arrangements are in place regarding IJB budget setting and budget monitoring.		Jamie Dale	Governance	Corporate Services	2.2		
14	Councillors Induction and Development AC2509	The objective of this audit is to obtain assurance over the processes in place for onboarding and ongoing support and training of Councillors, including the role of Group leaders.		Jamie Dale	Governance	Corporate Services	2.2		
15	ELC Funded Provider Places AC2511	The objective of this audit is to ensure ELC commissioned places requirements are being delivered and that adequate control is exercised over expenditure.		Jamie Dale	Governance	Corporate Services	2.2		
16	Trusts and Common Good Fund AC2510	The objective of this audit is to consider whether appropriate governance and controls are being applied over the use of Trusts and Common Good Funds		Jamie Dale	Governance	Corporate Services	2.2		
17	External Audit Plan	To present the External Audit plan for the 2024-25 audit of the accounts		Anne MacDonald	Governance	Corporate Services	3.1	R	This item was added to this meeting in error
18	<b>08 May 2025</b>								
19	Use of Investigatory Powers Quarter 1 report	to present the use of investigatory powers annual report.		Jessica Anderson	Governance	Corporate Services	5.2		
20	SPSO Decisions, Inspector of Crematoria Complaint Decisions	In order to provide assurance to Committee that complaints and Scottish Welfare Fund applications are being handled appropriately, this report provides information on all Scottish Public Services Ombudsman (SPSO) and Inspector of Crematoria decisions made in relation to Aberdeen City Council since the last reporting cycle.		Lucy McKenzie	People and Citizens	Corporate Services	6.4		
21	Corporate Risk Register, Cluster Assurance Maps and Inspections Planner	To present the Corporate Risk Register, Assurance Maps and Inspections Planner		Ronnie McKean	Governance	Corporate Services	1.1		
22	Risk Appetite Annual Review	To present the Council's updated Risk Appetite Statement		Ronnie McKean	Governance	Corporate Services	1.1		

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23	Unaudited Annual Accounts for 2024/25	To present the unaudited annual accounts for the 2024-25 and the Charities Accounts for 24-25		Lesley Fullerton	Finance	Corporate Services	4.1		
24	Procurement Compliance	ARSC 28 Nov 24 - to note that the Chief Officer – Commercial and Procurement Services would submit a report to this Committee within 2 committee cycles providing an update on the improvements that have been implemented.		Craig Innes	Commercial & Procurement Services	Corporate Services			
25	Internal Audit Update Report	To provide an update on progress of the Internal Audit Plan, Audit Recommendations Follow Up and other relevant information for the Committee.		Jamie Dale	Governance	Corporate Services	2.2		
26	Internal Audit Reports	Reports that have been finalised will be submitted to the Committee		Jamie Dale	Governance	Corporate Services	2.2		
27	ALEO Assurance Hub Workplan and Terms of Reference	To present the ALEO Assurance Hub Workplan for 2025 including dates for reporting.		Vikki Cuthbert	Governance	Corporate Services	1.3		
28	ETRO2 Lessons Learnt (tbc)			Mark Reilly	Operations	City Regeneration & Environment	6.1		
29	<b>26 June 2025</b>								
30	Use of Investigatory Powers Quarter 2 report	to present the use of investigatory powers quarterly report.		Jessica Anderson	Governance	Corporate Services	5.2		
31	SPSO Decisions, Inspector of Crematoria Complaint Decisions	In order to provide assurance to Committee that complaints and Scottish Welfare Fund applications are being handled appropriately, this report provides information on all Scottish Public Services Ombudsman (SPSO) and Inspector of Crematoria decisions made in relation to Aberdeen City Council since the last reporting cycle.		Lucy McKenzie	People and Citizens	Corporate Services	6.4		
32	ALEO Assurance Hub Update Report	To provide an update of risk and financial management and governance arrangements in accordance with Hub TOR and annual workplan.		Vikki Cuthbert	Governance	Corporate Services	1.3		
33	External Audit Annual Report 2024/25	To present the External Audit annual report		Anne MacDonald	Governance	Corporate Services	3.1		
34	Audited Annual Accounts for 2024/25	To present the audited annual accounts for the 2024-25 and the Charities Accounts for 24-25		Lesley Fullerton	Finance	Corporate Services	4.1		
35	Internal Audit Annual Report 2024-25	To present the Internal Audit Annual Report for 2024-25		Jamie Dale	Governance	Corporate Services	2.1		

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36	Internal Audit Update Report	To provide an update on progress of the Internal Audit Plan, Audit Recommendations Follow Up and other relevant information for the Committee.		Jamie Dale	Governance	Corporate Services	2.2		
37	Internal Audit Reports	Reports that have been finalised will be submitted to the Committee		Jamie Dale	Governance	Corporate Services	2.2		
38	<b>11 September 2025</b>								
39	Use of Investigatory Powers Quarter 3 report	to present the use of investigatory powers quarterly report.		Jessica Anderson	Governance	Corporate Services	5.2		
40	SPSO Decisions, Inspector of Crematoria Complaint Decisions	In order to provide assurance to Committee that complaints and Scottish Welfare Fund applications are being handled appropriately, this report provides information on all Scottish Public Services Ombudsman (SPSO) and Inspector of Crematoria decisions made in relation to Aberdeen City Council since the last reporting cycle.		Lucy McKenzie	People and Citizens	Corporate Services	6.4		
41	Business Continuity Annual Report	To provide the annual assurance report on the Council's Business Continuity arrangements		Ronnie McKean	Governance	Corporate Services	1.2		
42	Information Governance Management Annual Report 2024-25	to present the annual report for the Council's Information Governance		Caroline Anderson	Data Insights	Corporate Services	1.4		
43	Internal Audit Update Report	To provide an update on progress of the Internal Audit Plan, Audit Recommendations Follow Up and other relevant information for the Committee.		Jamie Dale	Governance	Corporate Services	2.2		
44	Internal Audit Reports	Reports that have been finalised will be submitted to the Committee		Jamie Dale	Governance	Corporate Services	2.2		
45	<b>27 November 2025</b>								
46	Use of Investigatory Powers Quarter 4 report	to present the use of investigatory powers quarterly report.		Jessica Anderson	Governance	Corporate Services	5.2		

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48	ALEO Assurance Hub Update Report	To provide an update of risk and financial management and governance arrangements in accordance with Hub TOR and annual workplan.		Vikki Cuthbert	Governance	Corporate Services	1.3		
49	Internal Audit Update Report	To provide an update on progress of the Internal Audit Plan, Audit Recommendations Follow Up and other relevant information for the Committee.		Jamie Dale	Governance	Corporate Services	2.2		
50	Internal Audit Reports	Reports that have been finalised will be submitted to the Committee		Jamie Dale	Governance	Corporate Services	2.2		
51	Annual Effectiveness Report	To present the committee's annual effective report for 2024-25		Karen Finch	Governance	Corporate Services	GD8.5		