

ABERDEEN CITY COUNCIL

COMMITTEE	Audit, Risk and Scrutiny
DATE	20 November 2014
DIRECTOR	Ewan Sutherland (Acting)
TITLE OF REPORT	Progress of Committee Decisions
REPORT NUMBER	CG/14/160
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

This report provides members with an update on progress made with previous Committee decisions.

2. RECOMMENDATION(S)

The Committee are asked to note the content of the report and the analysis data provided in relation to Service and Corporate Induction.

3. FINANCIAL IMPLICATIONS

There are no financial implications arising from the report.

4. OTHER IMPLICATIONS

There are no direct legal or other implications arising from this report.

5. BACKGROUND/MAIN ISSUES

At the last pre-agenda meeting for the Audit and Risk Committee, it was agreed that there was a need to track decisions taken by the Committee that had been referred to other committees or to officers for action. This was to ensure that the Committee could be satisfied their recommendations were being actioned appropriately.

5.1 Committee Decision Tracking Sheet

The most up to date decision tracking sheet has been included on the agenda for your information. It will be included for all future meetings to provide an update on the action taken to date.

5.2 Review of Service Risk Registers

As part of the management of risk, each Service will have their Risk Registers presented to this Committee for review. The timetable for these is as follows:

20 November 14 – Social Care and Wellbeing

26 February 15 – Education and Children's Services

30 April 15 – Communities, Housing and Infrastructure

25 June 15 – Corporate Governance

5.3 Private Sessions with Internal and External Audit

In completing a self-evaluation in 2014, the Audit and Risk Committee identified best practice as having annual scheduled private sessions between the Committee and both Internal and External Auditors. The Committee agreed to put these in place with separate meetings for Internal and External Audit. These meetings will be arranged for February 2015.

5.4 Service and Corporate Induction

At its meeting of 26 June 2014, the Committee resolved to request that Organisational Development carry out an analysis of all new starts from the past six months in order to evaluate their experience of induction.

The Service has undertaken the analysis and the information and action plan has been attached for your information.

5.5 Elected Members Development

A further date for Session 4 – an overview of the Audit and Risk Committee's responsibilities in terms of the financial reporting statements of Council was arranged for 5 November for the four members still outstanding.

At its meeting of 23 September 2014, the Committee resolved to note that training for members of the Audit, Risk and Scrutiny Committee would require to be undertaken if they had not been previously trained.

The new members of the Committee have been identified and dates for their training have been organised.

6. IMPACT

The overall impact of implementation of the agreed actions is assurance of the Council's management of information and mitigation of risk.

7. MANAGEMENT OF RISK

N/A

8. BACKGROUND PAPERS

Previous Committee decision sheets and minutes.

9. REPORT AUTHOR DETAILS

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