

## AUDIT, RISK and SCRUTINY

### DECISION TRACKING SHEET

29 September 2015

Please note that this statement contains a note of the decisions allocated to other Committees or to Officers to enable this Committee to track that audit recommendations and recommendations from the Committee are being actioned.

<b><u>No.</u></b>	<b><u>Minute Reference</u></b>	<b><u>A,R&amp;S Committee Decision</u></b>	<b><u>Lead Officer(s)</u></b>	<b><u>Responsible Service</u></b>	<b><u>Decision or Update</u></b>
1.	Audit, Risk and Scrutiny 26 Feb 15 article 18	<b>Care First Budgetary Control and Forecasting</b> (i) in relation to concerns with the system, to request that a report be provided in the first instance to this Committee following the completion of the work by the Short Term Working Group.	T Cowan	Health and Social Care Partnership	<p>A short term working group concluded that in order to reduce the risk of incorrect financial forecasting in relation to care episodes, that the two processes of care management and financial package input had to be separated out. This would allow care managers to concentrate on care planning, and for the financial projections not to be dependent upon their system recordings. A new process, and dedicated staff, has been established which tracks the contemporaneous care management decisions and ensures the financial projections keep apace of these. This will ensure more accurate financial projections.</p> <p>A separate but connected process will be closely monitoring the quality of the care management data, to ensure that the reliability and</p>

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					integrity of the care management data is optimised.
2.	Audit, Risk and Scrutiny 26 Feb 15 article 22	<b>Aberdeen International Youth Festival – Following the Public Pound</b> (ii) to request officers to submit a report on the governance and financial arrangements between the Council and the Aberdeen International Youth Festival at the earliest opportunity	S Whyte	Finance	<b>Report is on the agenda.</b>
3.	Audit, Risk and Scrutiny 11 May 15 article 20	<b>Audit Scotland Value for Money National Reviews</b> (i) in relation to the report on Borrowing and Treasury Management, to note that following consideration by officers, a report would be submitted to this Committee then Finance, Policy and Resources Committee.	S Whyte	Finance	Report will be submitted to Committee in November.
4.	Audit, Risk and Scrutiny 25 June 15 article 2	<b>Transfer of Site, Langdykes Road</b> to request the Chief Internal Auditor to meet with the appropriate Directors to agree the scope for the review and report back to the Committee.	D Hughes P Leonard	Internal Audit Communities, Housing and Infrastructure	Report will be submitted to Committee in November
5.	Audit, Risk and Scrutiny 25 June 15 article 11	<b>Data Protection Reporting</b> (ii) in response to a comment from Councillor Graham, to note that an annual report providing an overview throughout the year would be presented to this Committee at the meeting where no quarterly report was presented	F Smith	Legal Services	Report will be submitted to Committee in June 2016
6.	Audit, Risk and Scrutiny 25 June 15 article 12	<b>Corporate Governance Risk Register</b> (i) in response to a question from Councillor Cameron relating to	E Sutherland	Human Resources and Customer Service	Verbal Update will be provided to Committee in September

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		the risk of Council losing representation within National Collective Bargaining arrangements through the Scottish Local Government Partnership not being able to secure an agreement with COSLA, to note the verbal update provided by the Head of Human Resources and Customer Service and that a further update would be provided to the Committee in due course.			
7.	Audit, Risk and Scrutiny 25 June 15 article 20	<b>Outstanding Audit Recommendations</b> (i) in relation to Community Centres Protecting Vulnerable Groups (PVG) Checks, to request that a checklist be designed and issued to all Community Centres which allows them to check off the list of items that they are to implement and that this and a report be submitted to the next meeting to provide further information on the PVG checks for volunteers of the community centres.	G Woodcock F Bell	Communities and Housing Legal and Democratic	Work has been delayed on this and will now be presented to Committee in November.
8.	Audit, Risk and Scrutiny 25 June article 20	<b>Outstanding Audit Recommendations</b> (iv) in relation to Compliance with Laws and Regulations, Training for staff, Control Design Deficiency, to note that a report would be submitted to this Committee in September 2015 providing details of the risk assessment and a list of priorities	F Bell	Legal and Democratic	With the Head of Service being recently appointed, work on this item has been delayed.  Report will be submitted to Committee in November.
9.	Audit, Risk and Scrutiny 25 June	<b>Arms' Length External Organisations</b> (ii) to note the ongoing work in	F Bell	Legal and Democratic Services	With the Head of Service being recently appointed, work on this item has been

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	article 21	relation to the review of Service Level Agreements (SLAs) with tier 2 ALEOs and that a further report would be submitted to the next meeting of the Committee; and (iii) to note that the timetable for reviewing the Service Level Agreements for each ALEO would be included in the report to be submitted to the next meeting.			<p>delayed.</p> <p>Report will be submitted to Committee in November.</p>