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1	<b>AUDIT, RISK &amp; SCRUTINY COMMITTEE BUSINESS PLANNER</b>								
	<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.</b>								
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>13 December 2022</b>								
4	Use of Investigatory Powers Quarterly Report	to present the quarterly use of investigatory powers report	Agenda Item 9.5	Jess Anderson	Governance	Commissioning	5.2		
5	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.	Agenda Item 9.6	Lucy McKenzie	Customer Experience	Customer	6.4		
6	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.	Agenda Item 9.8	Jamie Dale	Governance	Commissioning	2.2		
7	Transformational Programme (IJB Risk Audit & Performance Committee)	To provide assurance that the IJB is continuing to make progress with delivery of its transformation agenda.	Agenda Item 9.9	Jamie Dale	Governance	Commissioning	2.2		
8	Commissioning	Review of plans and progress with implementation of the Council's Strategic Commissioning Approach set out in the Council Delivery Plan	Agenda Item 9.10	Jamie Dale	Governance	Commissioning	2.2		
9	Attendance Management	To obtain assurance over compliance with corporate policy and determine whether the Council's absence improvement plan is having a positive impact on attendance.	Agenda Item 9.11	Jamie Dale	Governance	Commissioning	2.2		
10	Children's Social Care - Children with Disabilities	To obtain assurance that care is being arranged and paid for in accordance with procedure to secure best value outcomes.	Agenda Item 9.12	Jamie Dale	Governance	Commissioning	2.2		

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11	External Audit Report for Charity Accounts	To present the External Audit report in relation to the Audited Annual Accounts for those registered charities where the Council is the sole trustee	Report Expected Agenda Item 9.2	Michael Wilkie	Governance	Commissioning	3.1		
12	Audited Annual Accounts for those registered charities where the Council is the sole trustee	ARSC Cttee 27 Sept 22 to note that the presentation of the audited Annual Accounts 2020/21 for those registered charities where the Council is the sole trustee has been deferred until the next meeting of this committee on 13 December 2022.	Report Expected Agenda Item 9.3	Lesley Fullerton	Finance	Resources	4.1		
13	ALEO Assurance Hub Update	To provide an update of risk and financial management and governance arrangements in accordance with Hub TOR and annual workplan	Agenda Item 9.1	Ronnie McKean	Governance	Commissioning	1.3		
14	Inspection Report of Aberdeen Crematorium by the Senior Inspector of Burial, Cremation and Funeral Directors	To provide the Committee with the Inspection Report of Aberdeen Crematorium carried out by the Senior Inspector of Burial, Cremation and Funeral Directors on 11 October 2022.	Agenda Item 9.7	Graham Keith	Operations and Protective Services	Operations	6.4		
15	Annual Accounts Key Dates	to provide Elected Members with high level information and key dates in relation to the 2022/23 Annual Accounts including linkages to the plans and timetables of the Council's External Auditors	Agenda Item 9.4	Lesley Fullerton	Finance	Resources	4.1		
16	Corporate Health and Safety	To provide assurance that appropriate processes are being employed in managing health and safety at a corporate level.	Agenda Item 9.13	Jamie Dale	Governance	Commissioning	2.2		
17	<b>2 February 2023</b>								
18	Use of Investigatory Powers Annual Report	to present the annual use of investigatory powers report		Jessica Anderson	Governance	Commissioning	5.2		

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19	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	Customer Experience	Customer	6.4		
20	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	Commissioning	2.2		
21	Internal Audit Reports	Reports which have been finalised will be presented to the Committee.		Jamie Dale	Governance	Commissioning	2.2		
22	<b>23 March</b>								
23	Use of Investigatory Powers Quarter 1 Report	to present the quarterly use of investigatory powers report		Jessica Anderson	Governance	Commissioning	5.2		
24	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	Customer Experience	Customer	6.4		
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	Commissioning	2.2		
26	Internal Audit Reports	Reports which have been finalised will be presented to the Committee.		Jamie Dale	Governance	Commissioning	2.2		
27	Internal Audit Plan 2023-2026	to present the Internal Audit Plan for 2023-26		Jamie Dale	Governance	Commissioning	2.1		

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28	ALEO Workplan 2023 and Terms of Reference	To present the ALEO Assurance Hub Workplan for 2023 including the dates for reporting.		Vikki Cuthbert	Governance	Commissioning	1.3		
29	Business Continuity Annual Review	To present the annual review of the Council's Business Continuity arrangements.		Ronnie McKean	Governance	Commissioning	1.2		
30	Corporate Risk Register and Assurance Maps	To present the Corporate Risk Register and Assurance Maps.		Ronnie McKean	Governance	Commissioning	1.1		
31	Annual Review - Risk Appetite Statement	The purpose of this report is to present the Council's updated Risk Appetite Statement.		Ronnie McKean	Governance	Commissioning	1.1		
32	Best Value Auditing	To present information regarding the change to how Best Value will be audited and reported.		Vikki Cuthbert	Governance	Commissioning	3.1		
33	<b>11 May</b>								
34	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	Customer Experience	Customer	6.4		
35	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	Commissioning	2.2		
36	Internal Audit Reports	Reports which have been finalised will be presented to the Committee.		Jamie Dale	Governance	Commissioning	2.2		
37	Unaudited Annual Accounts 2022-23	To present the unaudited accounts for 2022-23		Lesley Fullerton	Finance	Resources	4.1		
38	<b>27 June</b>								
39	Use of Investigatory Powers Quarter 2 Report	to present the quarterly use of investigatory powers report		Jessica Anderson	Governance	Commissioning	5.2		

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41	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	Commissioning	2.2		
42	Internal Audit Reports	Reports which have been finalised will be presented to the Committee.		Jamie Dale	Governance	Commissioning	2.2		
43	Audited Annual Accounts 2022-23	To present the audited accounts for 2022-23.		Lesley Fullerton	Finance	Resources	4.1		
44	ALEO Assurance Hub Update	To provide an update of risk and financial management and governance arrangements in accordance with Hub TOR and annual workplan.		Vikki Cuthbert	Governance	Commissioning	1.3		
45	<b>14 September</b>								
46	Use of Investigatory Powers Quarter 3 Report	to present the quarterly use of investigatory powers report		Jessica Anderson	Governance	Commissioning	5.2		
47	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	Customer Experience	Customer	6.4		
48	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	Commissioning	2.2		
49	Internal Audit Reports	Reports which have been finalised will be presented to the Committee.		Jamie Dale	Governance	Commissioning	2.2		
50	Information Governance Annual Report	to present the annual report for the Council's Information Governance		Caroline Anderson	Data Insights	Customer	1.3		

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51	<b>23 November</b>								
52	Use of Investigatory Powers Quarter 4 Report	to present the quarterly use of investigatory powers report		Jessica Anderson	Governance	Commissioning	5.2		
53	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	Customer Experience	Customer	6.4		
54	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	Commissioning	2.2		
55	Internal Audit Reports	Reports which have been finalised will be presented to the Committee.		Jamie Dale	Governance	Commissioning	2.2		
56	ALEO Assurance Hub Update	To provide an update of risk and financial management and governance arrangements in accordance with Hub TOR and annual workplan.		Vikki Cuthbert	Governance	Commissioning	1.3		
57	<b>Service Updates</b>								
58	Reconciliation of Granite - Union Terrace Gardens	<b>ARSC 30 June 2022 - Item 3</b> (v) to add two Service Updates to the business planner, those being: Reconciliation of Granite, Union Terrace Gardens and Review of Items Recorded as 'Missing' From Art Gallery & Museums Collections	Review of Items Recorded as Missing from Art Gallery and Museums Collections was provided in September 2022	John Wilson	Capital	Resources			