

	A	B	C	D	E	F	G	H	I
1	<b>AUDIT, RISK AND 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>08 May 2025</b>								
4	Use of Investigatory Powers Quarter 1 report CORS/25/084	to present the use of investigatory powers annual report.	a report is on the agenda	Jessica Anderson	Governance	Corporate Services	5.2		
5	SPSO Decisions, Inspector of Crematoria Complaint Decisions CORS/25/085	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.	a report is on the agenda	Lucy McKenzie	People and Citizens	Corporate Services	6.4		
6	Corporate Risk Register, Cluster Assurance Maps and Inspections Planner CORS/25/086	To present the Corporate Risk Register, Assurance Maps and Inspections Planner	a report is on the agenda	Ronnie McKean	Governance	Corporate Services	1.1		
7	Risk Appetite Annual Review CORS/25/087	To present the Council's updated Risk Appetite Statement	a report is on the agenda	Ronnie McKean	Governance	Corporate Services	1.1		
8	ALEO Assurance Hub Workplan and Terms of Reference CORS/25/088	To present ther ALEO Assurance Hub Workplan for 2025 including dates for reporting.	a report is on the agenda	Vikki Cuthbert	Governance	Corporate Services	1.3		
9	Unaudited Annual Accounts for 2024/25 CORS/25/089	To present the unaudited annual accounts for the 2024-25 and the Charities Accounts for 24-25	a report is on the agenda	Lesley Fullerton	Finance	Corporate Services	4.1		
10	Procurement Compliance	<u>ARSC 28 Nov 24 -</u> 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		D	Report to be submitted in June. This to to allow for data from the new assurance reporting model to be captured and incuded in the rept to the Committee.
11	Internal Audit Update Report IA/25/006	To provide an update on progress of the Internal Audit Plan, Audit Recommendations Follow Up and other relevant information for the Committee.	a report is on the agenda	Jamie Dale	Governance	Corporate Services	2.2		
12	Adoption, Fostering and Kinship AC2513	The objective of this audit is to obtain assurance that adequate procedures are in place to control the calculation, award, and payment of allowances for Fostering, Adoption and Kinship Care	a report is on the agenda	Jamie Dale	Governance	Corporate Services	2.2		

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13	Creditors Sub-System Payments AC2506	The objective of this audit is to provide assurance that there are adequate controls over payments originating from creditors sub-systems	a report is on the agenda	Jamie Dale	Governance	Corporate Services	2.2		
14	Risk Management AC2514	The objective of this audit is to provide assurance over the Council's risk management arrangements at each level and ensure risk appetite is utilised across the delivery of operations	a report is on the agenda	Jamie Dale	Governance	Corporate Services	2.2		
15	HSCP Commissioning AC2512	The objective of this audit is to review plans and progress with commissioning across the Health and Social Care Partnership.	a report is on the agenda	Jamie Dale	Governance	Corporate Services	2.2		
16	Right to Work in the UK AC2516	The objective of this review is to ensure adequate arrangements are in place to ensure staff have the Right to Work in the UK. It is crucial that the Council conduct proper Right to Work in the UK checks, as failing to do so could lead to reputational damage, financial penalty and potential prosecution should the Council recruit an illegal worker	a report is on the agenda	Jamie Dale	Governance	Corporate Services	2.2		
17	Freedom of Information and Subject Access Requests AC2519	The objective of this audit is to obtain assurance that the Council's procedures for dealing with FOI and SARs are appropriate.	a report is on the agenda	Jamie Dale	Governance	Corporate Services	2.2		
18	External Audit Plan EA/25/001	To present the External Audit plan for the 2024-25 audit of the accounts	a report is on the agenda	Anne MacDonald	Governance	Corporate Services	3.1		
19	ETRO2 Lessons Learnt CRE/25/091	The purpose of this report is to detail the lessons learnt regarding advice given by officers on the Motion to Council on 11th October 2024 relating to Report CR&E/24/287 – City Centre Transport Measures.		Mark Reilly	Operations	City Regeneration & Environment	6.1	D	To allow the full report to be considered in public, this report will be delayed until the outcome from the statutory appeal is known, and legal matters have been concluded
20	<b>26 June 2025</b>								
21	Use of Investigatory Powers Quarter 2 report	to present the use of investigatory powers quarterly report.		Jessica Anderson	Governance	Corporate Services	5.2		

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22	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		
23	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		
24	External Audit Annual Report 2024/25	To present the External Audit annual report		Anne MacDonald	Governance	Corporate Services	3.1		
25	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		
26	Internal Audit Annual Report 2024-25	To present the Internal Audit Annual Report for 2024-25		Jamie Dale	Governance	Corporate Services	2.1		
27	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		
28	Internal Audit Reports	Reports that have been finalised will be submitted to the Committee		Jamie Dale	Governance	Corporate Services	2.2		
29	<b>11 September 2025</b>								
30	Use of Investigatory Powers Quarter 3 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	Business Continuity Annual Report	To provide the annual assurance report on the Council's Business Continuity arrangements		Ronnie McKean	Governance	Corporate Services	1.2		

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33	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		
34	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		
35	Internal Audit Reports	Reports that have been finalised will be submitted to the Committee		Jamie Dale	Governance	Corporate Services	2.2		
36	Accounts Commission Findings - s102 Report Council Tax Refunds - A Significant Fraud - CORS/25/031	<u>Reconvened Council 17/02/25</u> (v) refer the matter to the Audit, Risk and Scrutiny Committee, with the Chief Officer - Finance and Chief Internal Auditor providing a joint report on the implementation of the Commission findings and action plan no later than September 2025.		J Belford/ J Dale	Finance/ Governance	Corporate Services			
37	<b>27 November 2025</b>								
38	Use of Investigatory Powers Quarter 4 report	to present the use of investigatory powers quarterly report.		Jessica Anderson	Governance	Corporate Services	5.2		
39	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		
40	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		
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	Corporate Services	2.2		
42	Internal Audit Reports	Reports that have been finalised will be submitted to the Committee		Jamie Dale	Governance	Corporate Services	2.2		
43	Annual Effectiveness Report	To present the committee's annual effective report for 2024-25		Karen Finch	Governance	Corporate Services	GD8.5		