

GOVERNANCE

COMMITTEE DECISION SHEET

RISK, AUDIT AND PERFORMANCE COMMITTEE - TUESDAY, 1 MARCH 2022

	Item Title	Committee Decision	Services Required to take action	Officer to Action
	<u>Members are requested to intimate any declarations of interest</u>	There were no declarations of interest.		
	<u>Members are requested to determine that any exempt business be considered with the press and public excluded</u>	There was no exempt business.		

	Item Title	Committee Decision	Services Required to take action	Officer to Action
	<u>Minute of Previous Meeting of 23 September 2021</u>	<ul style="list-style-type: none"> (i) to note in terms of resolutions at Article 10 of the minute (IJB Annual Performance Report 2020/2021 - HSCP.21.105), that the Performance Report would be presented to the meeting of IJB on 30 August 2022 and thereafter to RAPC on 1 November 2022; (ii) to note in terms of Article 14 on the minute (MWC YP Monitoring Report 2019-20 - HSCP.21.108), a further paper from the Service Manager (CAMHS) following the publication of the 2020-21 report - that provides an overview, highlights any implications for our services and provides assurance regarding our progress in relation to any new recommendations - would be added to the Planner for the meeting of RAPC on 23 June 2022; and (iii) to otherwise approve the minute as a correct record. 		
	<u>Business Planner</u>	<ul style="list-style-type: none"> (i) to agree to record Whistleblowing in the Planner even where there were no reports; (ii) to instruct the Chief Finance Officer to present the Audit Scotland briefing note to the next meeting; (iii) to instruct the Chief Finance Officer to agree with the external auditors the timetable for presenting the audited accounts to Committee; and (iv) to otherwise note the content of the Planner. 		

	Item Title	Committee Decision	Services Required to take action	Officer to Action
	<u>Strategic Risk Register - HSCP.22.008</u>	<ul style="list-style-type: none"> (i) to note that IJB would hold a workshop to begin reviews of the risk appetite statement and risk register once the Strategic Plan was in place; (ii) to agree that the Workforce Plan would be considered at the meeting of RAPC on 23 June 2022; (iii) to instruct the Strategy and Transformation Lead to circulate the full staffing report in respect of data on vacancies and absences; (iv) to instruct the Chief Finance Officer to provide further information regarding vacancies in Primary Care and Social Care to the meeting of RAPC on 23 June 2022; (v) to note that the hosted services SLAs would be considered at the meeting of RAPC on 23 June 2022; and (vi) to otherwise note the Strategic Risk Register. 		
	<u>Internal Audit Annual Plan (IJB) - HSCP.22.003</u>	<ul style="list-style-type: none"> (i) to instruct the Chief Officer Finance to arrange a workshop regarding Portfolio arrangements at a date following the local elections; (ii) to instruct the Chief Finance Officer to circulate the NHS Grampian Internal Audit Plan to members; and (iii) to otherwise approve the Internal Audit Annual Plan. 		
	<u>Internal Audit Report: Mental Health and Substance Misuse HSCP.21.127</u>	<ul style="list-style-type: none"> to instruct the Chief Finance Officer to consider the processes involved in monitoring and demonstrating outcomes of Self Directed Support with regard to reporting to IJB; and)to otherwise note the information provided in the report. 		

	Item Title	Committee Decision	Services Required to take action	Officer to Action
	<u>Directions Tracker - HSCP.22.006</u>	(i) to instruct officers to investigate the use of a traffic light system in order to clarify status of Directions; and (ii) to otherwise note the information provided in the report.		
	<u>Adult Protection Committee Annual Report 2020/21</u>	to note the information provided in the report.		
	<u>Equality and Human Rights 6 Monthly Performance Report- HSCP.22.011</u>	(i) to note the information provided in the report; (ii) to note the next steps; and (iii) to note that future Equality Impact Assessment reports would be reported six-monthly to IJB and RAPC alternately.		
	<u>Leadership Team Objectives - Update - HSCP.22.012</u>	(i) to instruct the Strategy and Transformation Lead to report back to Committee on Quarter 3 Carers' Support figures; (ii) to acknowledge the Leadership Team's work throughout the previous year; (iii) to consider its work on governance and due diligence with a view to holding a development session; and (iv) to otherwise note the information provided in the report.		

Should you require any further information about this agenda, please contact Emma Robertson, emmrobertson@aberdeencity.gov.uk