

GOVERNANCE

COMMITTEE DECISION SHEET

RISK, AUDIT AND PERFORMANCE COMMITTEE - TUESDAY, 26 APRIL 2022

	Item Title	Committee Decision	Services Required to take action	Officer to Action
1	<u>Members are requested to intimate any declarations of interest</u>	There were no declarations of interest.		
2	<u>Members are requested to determine that any exempt business be considered with the press and public excluded</u>	There was no exempt business.		
3	<u>Minute of Previous Meeting of 1 March 2022</u>	(i) with regard to Article 11 of the Minute (Leadership Team Objectives - Update - HSCP.22.012), to note that Quarter 3 Carers' Support figures were still awaited and that the Strategy and Transformation Lead would circulate them along with Quarter 4 figures once they were available; and (ii) to otherwise approve the minute as a correct record.		Alison MacLeod

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4	<u>Business Planner</u>	<ul style="list-style-type: none"> (i) to agree that Items 31 (Primary Care and Social Care Vacancies) and 32 (Workforce Plan) could be combined into one item on the Planner; (ii) to note that the timescale for the Audited Accounts would be August 2022 and the Planner would be updated accordingly; (iii) to note the at the Directions Tracker would include a traffic light system; and (iv) to otherwise note the content of the Planner. 		<p>Amy Richert/Emma Robertson</p> <p>Amy Richert/Emma Robertson</p> <p>Alex Stephen</p>
5	<u>Whistleblowing Updates - verbal update</u>	<ul style="list-style-type: none"> (i) to agree that a report on Whistleblowing policy and reporting would be added to the Planner for a paper to be brought to a future Committee; (ii) to note that there had been no Whistleblowing incidents raised through IJB Policy of NHS standards since the last RAPC meeting. 		Martin Allan
6	<u>Review of Local Code of Governance - HSCP22.022</u> Appendix A – pages 19-27	<ul style="list-style-type: none"> (i) to agree that reference to the IJB’s development work on Culture would be added to the final version of the document; (ii) to instruct the Chief Finance Officer to review climate change duties and take recommendations on the implications back to Committee; and (iii) To otherwise approve the sources of assurance, as highlighted in Appendix A of the report. 		<p>Alex Stephen</p> <p>Alex Stephen</p>
7	<u>Review of Financial Governance - HSCP22.023</u> Appendix A – pages 33-44	<ul style="list-style-type: none"> (i) to agree that the Chief Finance Officer would add further narrative in respect of effective tendering with regard to the Procurement Regulations; and (ii) to otherwise note the content of the report. 		Alex Stephen

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8	<u>Annual Governance Statement - HSCP22.025</u> Appendix A – pages 49-61 Appendix B – page 62	(i) to agree that reference to the IJB development work on Culture would be added to Principle 1 – Behaving with integrity, demonstrating strong commitment to ethical values and representing the rule of law; (ii) that the assurance statement would be expanded to include more explanation on procurement; (iii) to add a seminar topic on Ethical Approach to Commissioning to the Planner; and (iv) to otherwise agree the recommendations.		Alex Stephen Alex Stephen Amy Richert/Emma Robertson
9	<u>Annual Review of RAPC - HSCP22.021</u> Appendix A – pages 67-80	(i) to thank the Chief Finance Officer and all his Team for their work; and (ii) to otherwise note the content of the report.		
10	<u>Approval of Unaudited Accounts - HSCP22.024</u>	(i) to thank all those involved in the preparation of the accounts; and (ii) to otherwise note the information provided.		
11	<u>Quarter 4 Monitoring Report - HSCP22.032</u>	(i) to note that the Chief Finance Officer would circulate further detail regarding Directorate overspend; (ii) to instruct the Chief Officer to ask the Moray IJB for an update regarding G-Med; (iii) to note the report in relation to the IJB budget; (iv) to note the information on areas of risk and management action; and (v) to approve the budget virements indicated in Appendix F of the report.		Alex Stephen Sandra MacLeod
12	<u>External Audit Plan 2022/23 -HSCP22.031</u>	(i) to note the content of the report.		

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13	<u>Sign posting to external services - HSCP22.030</u>	(i) to instruct the Strategy and Transformation Lead to seek further legal advice regarding endorsement; (ii) to agree in principle the draft Signposting Protocol attached at Appendix A of the report; and (iii) to note that a final version of the Protocol would be presented to the RAPC on 23 June 2022.		Alison MacLeod Alison MacLeod
14	<u>Leadership Team Objectives - Performance Framework - HSCP22.029</u> Appendix A – page 97 Appendix B – page 99	(i) to note that the Performance Framework would be circulated to members; (ii) to agree that the Health Care Intelligence Dashboard and covering report would be added to the Planner as an action for the August 2022 meeting and thereafter on a quarterly basis; (iii) to agree that a seminar topic of Strategic Intent be added to the Planner; and (iv) to note the Leadership Team Objectives Reporting Framework as appended to the report, noting in particular the reporting timetable.		Amy Richert Michelle Grant Amy Richert/Emma Robertson
15	<u>Confirmation of Assurance</u>	to note they had received Confirmation of Assurance from the reports and associated discussions presented and that further assurance had been evidenced by the activity of all staff in not only producing the necessary information but also by the delivery and modifications of processes and services in a regular and sustained manner.		

	Item Title	Committee Decision	Services Required to take action	Officer to Action
16	<p><u>Date of Next Meeting - Thursday 23 June 2022 at 10am</u></p> <p>Tuesday 9 August 2022 Tuesday 1 November 2022 Tuesday 28 February 2023 All at 10.00 a.m.</p>			

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