



Risk, Audit and Performance Committee

Minute of Meeting

Tuesday, 2 May 2023

10.00 am Virtual - Remote Meeting

ABERDEEN, 2 May 2023. Minute of Meeting of the RISK, AUDIT AND PERFORMANCE COMMITTEE. Present:- Councillor Martin Greig Chairperson; and Councillor John Cooke, June Brown, Luan Grugeon, Anne MacKenzie, Alison MacLeod and Paul Mitchell.

Also in attendance: Martin Allan, Susie Downie, Amanda Farquharson, Michelle Grant, Vicki Johnstone, Graham Lawther and Alison Penman (from Article 6).

The agenda and reports associated with this minute can be found [here](#).

Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.

DECLARATIONS OF INTEREST OR TRANSPARENCY STATEMENTS

1. Members were requested to intimate any declarations of interest in respect of the items on the agenda.

The Committee resolved:-

to note that there were no Declarations of Interest or Transparency Statements.

EXEMPT BUSINESS

2. There was no exempt business.

MINUTE OF PREVIOUS MEETING OF 28 FEBRUARY 2023

3. The Committee had before it the minute of its previous meeting of 28 February 2023, for approval.

The Committee resolved:-

to approve the minute as a correct record.

BUSINESS PLANNER

4. The Committee had before it the Committee Business Planner.

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In respect of a question regarding the Navigator Project, the Chief Finance Officer undertook to seek an update.

The Committee resolved:-

to approve the content of the Planner.

DIRECTIONS TRACKER - HSCP.23.032

5. The Committee had before it the six-monthly update on the status of Directions made by the Integration Joint Board to Aberdeen City Council and NHS Grampian.

The Strategy and Transformation Lead presented the report and responded to questions from Members.

Members heard that an Internal Audit on data sharing had recommended the use of Data Protection Impact Assessments and as a result it was intended to incorporate a register of these Assessments within the Directions Tracker to provide assurance that they were being completed and updated. Guidance and procedures would be changed to reflect these changes with immediate effect, and Members would see the Data Protection Impact Assessments being reported in the next six month update at the November 2023 Committee.

Members were advised by the Business and Resilience Manager that a section on Information Governance was to be introduced to the new reporting template for the IJB and RAPC which would be implemented after the summer recess.

The report recommended:-

that the Committee note the updates attached at Appendix A of the report.

The Committee resolved:-

to approve the recommendation.

APPROVAL OF UNAUDITED ACCOUNTS - HSCP.23.037

6. The Committee had before it the unaudited final accounts for 2022/23 prepared by the Chief Finance officer, for review and comment.

Members noted that the audit of the accounts would take place in May 2023 and the final audited accounts were expected to be brought back to the Integration Joint Board in October 2023.

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The Chief Finance Officer responded to questions from Members regarding the use of reserves and approach to prevention and early intervention.

The report recommended:-

that the Committee consider and comment on the Unaudited Final Accounts for 2022/23 at Appendix A of the report.

The Committee resolved:-

- (i) to thank ACHSCP and Aberdeen City Finance colleagues for their assistance in preparation of the unaudited accounts; and
- (ii) to otherwise note the information provided.

EXTERNAL AUDIT STRATEGY 2022/23 - HSCP.23.034

7. The Committee had before it the External Auditor's audit plan prepared by Audit Scotland, for the 2022/23 financial year. Details were provided for discussion and noting. The report set out the auditor's plan in respect of the 2022/23 audit and covered both the audit of the Board's financial statements and the auditor's wider scope responsibilities.

Members welcomed Anne MacDonald - Engagement Manager, External Audit (Audit Scotland), to her first meeting of the Committee.

Ms MacDonald introduced the report and explained that the Accounts Commission had appointed Michael Oliphant, Audit Director, Audit Scotland as auditor of the Aberdeen City Integration Joint Board for the five-year period covering financial years 2022/23 to 2026/27.

The report recommended:-

that the Committee note the content of the report.

The Committee resolved:-

to note the information provided.

STRATEGIC PLAN 2022-2025: DELIVERY PLAN QUARTER 4 UPDATE - HSCP.23.028

8. The Committee had before it a report providing assurance relating to progress of the Delivery Plan as set out within the Aberdeen City Health and Social Care Partnership (ACHSCP) Strategy Plan 2022-2025.

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Michelle Grant - Transformation Programme Manager - Digital and Data, presented the report and responded to questions from Members.

The report recommended:-

that the Committee:

- (a) note the Delivery Plan Quarter 4 Update and Dashboard as appended to the report at appendices a and b respectively; and
- (b) note the performance framework which had been refreshed for 2023-24 in line with Year 2 of the Delivery Plan at appendix c of the report.

The Committee resolved:-

- (i) to instruct the Strategy and Transformation Lead to provide a report to the Committee in June 2023 in respect of the Mental Health/ Learning Disability Portfolio Board and its progress;
- (ii) to instruct the Strategy and Transformation Lead to provide a report to the Committee in respect of the Frailty Pathway Performance; and
- (iii) to otherwise approve the recommendations.

PRIMARY CARE IMPROVEMENT PLAN UPDATE - HSCP.23.033

9. The Committee had before it an update prepared by the Primary Care Improvement Plan Manager regarding the progress in implementing the Primary Care Improvement Plan.

The report recommended:-

that the Committee:

- (a) note the update presented on the PCIP, as outlined in the report and its appendices; and
- (b) note that the annual PCIP Update report would be presented to the meeting of the Integration Joint Board at its meeting on 10 October 2023.

The Committee resolved:-

to approve the recommendations.

DATE OF NEXT MEETING - TUESDAY 13 JUNE 2023 AT 10AM

10. The Committee had before it the date of the next meeting: Tuesday 13 June 2023 at 10am.

The Committee resolved:-

to note the date of the next meeting.

- **COUNCILLOR MARTIN GREIG, Chair.**