

GOVERNANCE

COMMITTEE DECISION SHEET

RISK, AUDIT AND PERFORMANCE COMMITTEE - TUESDAY, 28 NOVEMBER 2023

	Item Title	Committee Decision	Services Required to take action	Officer to Action
1	<u>Declarations of interest or transparency statements</u>	The Committee resolved:- to note that there were no Declarations of Interest or Transparency Statements.		
2	<u>Exempt business</u>	There was no exempt business.		
3	<u>Minute of Previous Meeting of 19 September 2023</u>	The Committee resolved:- to approve the minute as a correct record.		
4	<u>Business Planner</u>	The Committee resolved:- (i) to note the reasons outlined by the Chief Financial Officer for the deferral of item 15 (Financial Regulations Review) to RAPC in June 2024; and (ii) to otherwise note the Planner.	ACC Governance	Emma Robertson (Planner)
5	<u>Directions Tracker - HSCP.23.086</u>	The Committee resolved:- to note the detail and updates in Appendix A of the report.	ACHSCP	Alison MacLeod
6	<u>Strategic Risk Register - HSCP.23.083</u>	The Committee resolved:- (i) to note the revised Strategic Risk Register (SRR) as detailed in the Appendix to the report; and (ii) to agree the proposal that the risk ratings of the 2 very high risks (Risks 1 and 7) be	ACHSCP	Martin Allan

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		reduced to High, as outlined in the report.		
7	<u>Internal Audit Update Report - HSCP.23.081</u>	<p>The Committee resolved:-</p> <p>(i) to note the contents of the RAPC - Internal Audit Update Report November 2023 as appended at Appendix A of the report, and the work of Internal Audit since the last update;</p> <p>(ii) to note the progress against the approved 2023/24 Internal Audit Plan as detailed in the Internal Audit Update Report; and</p> <p>(iii) to note the progress that had been made with implementing recommendations agreed in the Internal Audit reports as outlined in the Internal Audit Update Report.</p>	Internal Audit	Jamie Dale
8	<u>Internal Audit Report – Care Management System - HSCP.23.082</u>	<p>The Committee resolved:-</p> <p>to note the information provided.</p>	Internal Audit	Jamie Dale
9	<u>Internal Audit Report - IJB Complaints Handling - HSCP.23.093</u>	<p>The Committee resolved:-</p> <p>to note the information provided.</p>	Internal Audit	Jamie Dale
10	<u>Quarter 2 Delivery Plan Update - HSCP.23.084</u>	<p>The Committee resolved:-</p> <p>(i) to note the information provided on the ‘deeper dive’ regarding Infrastructure; and</p> <p>(ii) to note the Delivery Plan Quarter 2 Summary, the Tracker and Dashboard as appended to the report.</p>	ACHSCP ACHSCP	Stuart Lamberton Calum Leask
11	<u>Workforce Plan Annual Update Report - HSCP.23.080</u>	<p>The Committee resolved:-</p> <p>(i) to note that the Senior Project Manager would include further information on the uptake of initiatives and analysis of successful Healthy Working Lives projects in the next annual</p>		

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		<p>Workforce Plan update;</p> <p>(ii) to note the information provided on the 'deeper dive' regarding staff sickness and absence rates; and</p> <p>(iii) to otherwise note the progress of the Workforce Plan to date.</p>		
12	<u>Primary Care Improvement Plan Update Report - HSCP.23.079</u>	<p><u>The Committee resolved:-</u></p> <p>(i) to note the update presented on the PCIP, as outlined in the report; and</p> <p>(ii) to note that the annual PCIP Update report was presented to the meeting of the Integration Joint Board at its meeting on 10 October 2023.</p>	ACHSCP	Alison Penman
13	<u>Justice Social Work Performance Report - HSCP.23.085</u>	<p><u>The Committee resolved:-</u></p> <p>to note the Justice Social Work Annual Performance Report 2022-23 as included at Appendix 1.</p>	Justice Social Work	Liz Cameron
14	<u>Exempt / Confidential Business</u>	There was no exempt business.		
15	<u>Date of Next Meeting - 24 January 2024 at 2pm</u>	<p><u>The Committee resolved:-</u></p> <p>to note that date of the next meeting was Wednesday 24 January 2024 at 2pm.</p>		

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