

LEGAL AND DEMOCRATIC SERVICES

COMMITTEE DECISION SHEET

RISK, AUDIT AND PERFORMANCE COMMITTEE - TUESDAY, 2 APRIL 2024

Please let the Committee Officer know as soon as possible if you do not agree with any action proposed in this decision sheet. These are decisions of the Committee and there is an expectation that action will be taken. If for any reason it is apparent that you will not be able to act on these instructions in full or in part or that there will be a delay, please let the Committee Officer know as it may be necessary to advise the Committee or seek further instructions from the Committee.

	Item Title	Committee Decision	Services Required to take action	Officer to Action
1.1	<u>Declarations of interest or transparency statements</u>	The Committee resolved: to note that there were no Declarations of Interest or Transparency Statements.		
2.1	<u>Exempt business</u>	The Committee resolved: There was no exempt business.		
3.1	<u>Minute of Previous Meeting of 28 November 2023</u>	The Committee resolved: to approve the minute as a correct record.		
3.2	<u>Business Planner</u>	The Committee resolved: (i) to note that the Chief Finance Officer would discuss with the report author the reason for the removal of item 13 (Navigator Project) and provide an update to members promptly; and (ii) to otherwise note the Planner.	ACHSCP, ADP	Paul Mitchell, Simon Rayner
4.1	<u>Board Assurance and Escalation Framework - HSCP.24.017</u>	The Committee resolved: (i) to instruct the Business and Resilience Manager to report back to	ACHSCP	Martin Allan

	Item Title	Committee Decision	Services Required to take action	Officer to Action
		<p>members on the date of the last self-assessment;</p> <p>(ii) approve the revised Board Assurance and Escalation Framework (BAEF) as attached at Appendix A; and</p> <p>(iii) to agree that the Framework continue to be reviewed annually by RAPC.</p>	ACHSCP	Martin Allan
5.1	<u>Strategic Risk Register - HSCP.24.015</u>	<p>The Committee resolved:</p> <p>(i) to note the Integrated Joint Board (IJB) revised Risk Appetite Statement at Appendix A of the report;</p> <p>(ii) to agree that the Committee reviews the Statement at its meeting in September 2024; and</p> <p>(iii) to approve the IJB revised Strategic Risk Register at Appendix B of the report.</p>	ACHSCP	Martin Allan
6.1	<u>External Audit Strategy 2023/24 - HSCP.24.014</u>	<p>The Committee resolved:</p> <p>to note the content of the report.</p>	External Audit	Anne MacDonald
6.2	<u>Internal Audit Plan 2024-27 - HSCP.24.018</u>	<p>The Committee resolved:</p> <p>to approve the Internal Audit Plan for 2024-27 as attached at Appendix A of the report.</p>	Internal Audit	Jamie Dale
6.3	<u>Internal Audit Update Reports - HSCP.24.019</u>	<p>The Committee resolved:</p> <p>(i) to note the contents of the RAPC - Internal Audit Update Report February 2024 (“the Internal Audit Update Report”), as appended at Appendix A of the report, and the work of Internal Audit since the last update; and</p> <p>(ii) to note the progress against the</p>	Internal Audit	Jamie Dale

	Item Title	Committee Decision	Services Required to take action	Officer to Action
		approved 2023/24 Internal Audit Plan as detailed in the Internal Audit Update Report.		
6.4	<u>Internal Audit Report - IJB Hosted Services - HSCP.24.020</u>	<u>The Committee resolved:</u> to note the information provided.	Internal Audit	Jamie Dale
7.1	<u>Quarterly Performance Reports against the Delivery Plan - HSCP.24.013</u>	<u>The Committee resolved:</u> (i) to instruct the Strategy and Transformation Lead to assess the requirements of the Health and Care (staffing) (Scotland) Act 2019 and whether these were reflected sufficiently robustly in the planned capture and reporting arrangements within the Workforce Plan; and (ii) to otherwise note the Delivery Plan Quarter 3 Summary, the Tracker and Dashboard as appended to the report.	ACHSCP ACHSCP	Alison MacLeod Calum Leask
8.1	<u>Exempt Business</u>	<u>The Committee resolved:</u> there was no exempt business.		
9.1	<u>Date of Next Meeting - 4 June 2024</u>	<u>The Committee resolved:</u> to note the date of the next meeting.		

If you require any further information about this decision sheet, please contact Emma Robertson, emmrobertson@aberdeencity.gov.uk