

## GOVERNANCE

### DECISION SHEET

#### RISK, AUDIT AND PERFORMANCE COMMITTEE - TUESDAY, 17 JUNE 2025

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	Cluster Required to take action	Officer to Action
1.1	<u>Members are requested to intimate any declarations of interest or transparency statements</u>	<u>The Committee resolved:</u> There were no Declarations of Interest or Transparency Statements.		
2.1	<u>Members are requested to determine that any exempt business be considered with the press and public excluded</u>	<u>The Committee resolved:</u> There was no exempt business.		
3.1	<u>Minute of Previous Meeting of 30 April 2025</u>	<u>The Committee resolved:</u> to approve the minute as a correct record.		
3.2	<u>Business Planner</u>	<u>The Committee resolved:</u> to agree the Planner.		
4.1	<u>Directions Tracker - HSCP.25.043</u>	<u>The Committee resolved:</u> to note the detail and updates contained within the report and the two appendices.		

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5.1	<b><u>Approval of Unaudited Accounts - HSCP.25.039</u></b>	<b><u>The Committee resolved:</u></b> to note the information provided on the Unaudited Final Accounts for 2024/25 at Appendix A.	ACHSCP	CFO Amy McDonald
5.2	<b><u>Review of Duties and Year End Report - Annual Review of RAPC - HSCP.25.040</u></b>	<b><u>The Committee resolved:</u></b> to note the content of Appendix A – Risk, Audit & Performance Remit and Responsibilities – Year End Report and agree that the report provided assurance to the Committee that the Committee was fulfilling its remit and responsibilities as set out in the Terms of Reference.	ACHSCP	Alison MacLeod
5.3	<b><u>Internal Audit Update Report - HSCP.25.050</u></b>	<b><u>The Committee resolved:</u></b> (i) to note the contents of the RAPC - Internal Audit Update Report June 2025 (“the Internal Audit Update Report”), as appended at Appendix A, and the work of Internal Audit since the last update; and (ii) to note the progress against the approved 2024/25 Internal Audit Plan as detailed in the Internal Audit Update Report.	Internal Audit	Jamie Dale
5.4	<b><u>HSCP Commissioning - Internal Audit - HSCP.25.042</u></b>	<b><u>The Committee resolved:</u></b> review, discuss and comment on the issues raised in the report.	Internal Audit	Jamie Dale
5.5	<b><u>Internal Audit Annual Report - HSCP.25.041</u></b>	<b><u>The Committee resolved:</u></b> (i) to note the Internal Audit (IA) Annual Report 2024/25 as detailed in Appendix A; (ii) to note that the Chief Internal Auditor had confirmed the organisational	Internal Audit	Jamie Dale

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		<p>independence of Internal Audit;</p> <p>(iii) to note that there had been no limitation to the scope of Internal Audit work during 2024/25; and</p> <p>(iv) to note the progress that management had made with implementing recommendations agreed in Internal Audit reports.</p>		
6.1	<b><u>Locality Planning Annual Reports - HSCP.25.037</u></b>	<p><b><u>The Committee resolved:</u></b></p> <p>(i) to approve the 2024-25 annual reports attached as Appendices 1,2 and 3;</p> <p>(ii) to instruct the Chief Officer to submit the 2025-26 Locality Planning Annual Reports to this Committee by June 2026;</p> <p>(iii) to note that new Locality Plans would be prepared alongside the new 10 year Local Outcome Improvement Plan during the winter of 2025-26 in a collaborative way with our Locality Empowerment Groups (LEGs) and Priority Neighbourhood Partnerships (PNPs); and</p> <p>(iv) to note that the Committee would continue to receive regular updates on locality planning through its regular Performance Report and to the IJB through the Chief Officer's Report.</p>	<p>ACHSCP</p> <p>ACHSCP</p>	<p>Fiona Mitchelhill</p> <p>Iain Robertson</p>
6.2	<b><u>Primary Care Improvement Plan (Update) - HSCP.25.044</u></b>	<p><b><u>The Committee resolved:</u></b></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</p>	Primary Care	Alison Penman

	Item Title	Committee Decision	Cluster Required to take action	Officer to Action
		meeting on 19 November 2024.		
6.3	<b><u>Justice Social Work Service Delivery Plan 2025-29 - HSCP.25.045</u></b>	<b><u>The Committee resolved:</u></b> to note the Justice Social Work Service Delivery Plan 2025-29 at Appendix 1 of the report.	Justice Social Work	Val Vertigans
6.4	<b><u>Health Improvement Fund Annual Report - HSCP.25.046</u></b>	<b><u>The Committee resolved:</u></b> (i) to approve the 2023-24 annual report attached as Appendix 1; (ii) to instruct the Chief Officer to submit the 2024-25 Locality Planning Annual Reports to this Committee by June 2026; (iii) to note the Committee would continue to receive regular updates through its regular Performance Reports; and (iv) to endorse the continued implementation of the Health Improvement Fund as an effective means of delivering on the Partnership's prevention agenda.	ACHSCP  ACHSCP  ACHSCP	Chris Smillie  Fiona Mitchelhill  Chris Smillie
6.5	<b><u>Delivery Plan Update - HSCP.25.049</u></b>	<b><u>The Committee resolved:</u></b> (i) to endorse the proposed status of the Year 3 Delivery Plan projects following completion of the plan as detailed in Appendix A; and (ii) to endorse the proposed approach to performance monitoring for the Year 1 Delivery Plan of the new Strategic Plan, recognising this would adapt over time to ensure it was fit for purpose.	ACHSCP  ACHSCP	Calum Leask  Calum Leask
7.1	<b><u>Date of Next Meeting - 27 August 2025</u></b>	<b><u>The Committee resolved:</u></b> to note the date of the next meeting.		

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If you require any further information about this decision sheet, please contact Emma Robertson, [emmrobertson@aberdeencity.gov.uk](mailto:emmrobertson@aberdeencity.gov.uk)