

GOVERNANCE

DECISION SHEET

RISK, AUDIT AND PERFORMANCE COMMITTEE - WEDNESDAY, 27 AUGUST 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 17 June 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>Quarter 1 - 2025/2026 Budget and Savings Monitoring Update - HSCP.25.063</u>	<u>The Committee resolved:</u> (i) to note the report in relation to the IJB budget and its quarter 1 / 2025-2026		

	Item Title	Committee Decision	Cluster Required to take action	Officer to Action
		<p>status, and the information on areas of risk and management action; and</p> <p>(ii) to instruct the Chief Officer to provide detailed information to the next Committee meeting in November 2025 in respect of savings progress and mitigations against specific services.</p>	ACHSCP/ACC Finance	Fiona Mitchelhill/ Bernadette Bularan
4.2	<u>Board Assurance and Escalation Framework - HSCP.25.064</u>	<p><u>The Committee resolved:</u></p> <p>(i) to approve the revised Board Assurance and Escalation Framework (BAEF) as attached at Appendix A of the report; and</p> <p>(ii) to agree that the Framework continue to be reviewed annually by RAPC.</p>	ACHSCP	Martin Allan
5.1	<u>Internal Audit Update - HSCP.25.065</u>	<p><u>The Committee resolved:</u></p> <p>(i) to note the contents of the RAPC - Internal Audit Update Report August 2025 ("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 approved 2025/26 Internal Audit Plan as detailed in the Internal Audit Update Report.</p>	Internal Audit	Jamie Dale
6.1	<u>Delivery Plan 2025/26 Update - HSCP.25.067</u>	<p><u>The Committee resolved:</u></p> <p>(i) to agree to the proposed Year 1 Delivery Plan actions as detailed in Appendix A of the report;</p> <p>(ii) to instruct the Transformation Programme Manager to issue a Service Update in respect of the digital inclusion plan; and</p>	<p>ACHSCP</p> <p>ACHSCP</p>	<p>Alison MacLeod/ Calum Leask</p> <p>Stuart Lamberton</p>

	Item Title	Committee Decision	Cluster Required to take action	Officer to Action
		(iii) to instruct the Chief Officer to bring a report to the Committee in respect of prescribing expenditure.	ACHSCP	Fiona Mitchelhill
6.2	<u>Workforce Plan 2022-25 Final Progress Report - HSCP.25.066</u>	<u>The Committee resolved:</u> (i) to note the progress of the Workforce Plan 2022 -2025; and (ii) to instruct officers to undertake full engagement process for the development of the refreshed Workforce Plan 2025-2029.	ACHSCP	Sandy Reid/ Stuart Lamberton/ Grace Milne
7.1	<u>Date of Next Meeting - 19 November 2025</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