



Risk, Audit and Performance Committee

Minute of Meeting

**Wednesday, 19 November 2025
10.00 am Virtual - Remote Meeting**

Present: Councillor Martin Greig Chair; and Councillor John Cooke, Ritchie Johnson and Hussein Patwa.

Also in attendance: Martin Allan, Bernadette Bularan, Niki Couper (for article 5), Jamie Dale, Susie Downie, John Forsyth, Caroline Howarth (from article 9), Kate Humphrey, Calum Leask (for articles 5 and 6), Alison MacLeod, Rachael Marples (for article 5), Fiona Mitchelhill, Sandy Reid, Val Vertigans and Claire Wilson.

Apologies: Jonathan Belford.

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. There were no Declarations of Interest or Transparency Statements.

EXEMPT BUSINESS

2. There was no exempt business.

MINUTE OF PREVIOUS MEETING OF 27 AUGUST 2025

3. The Committee had before it the minute of its previous meeting of 27 August 2025, for approval.

The Committee resolved:-

to approve the minute as a correct record.

BUSINESS PLANNER

4. The Committee had before it the planner of committee business, as prepared by the Business, Resilience and Communications Lead.

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The Committee resolved:-

- (i) to note the reasons outlined for the removal of line 41 (Service Update – Digital Inclusion); and
- (ii) to otherwise agree the Planner.

COMMUNITY NURSING ROLE TEST OF CHANGE EVALUATION - HSCP.25.094

5. The Committee had before it a report prepared by the Transformation Programme Manager providing assurance that the necessary efforts to transform service delivery were being undertaken as set out within the ACHSCP Strategic Plan 2025-2029. An example of one such innovation from within the Health Visiting Service was detailed within the report and the Committee received a presentation from the Deputy Chief Nurse and Principal Information Analyst, Public Health Scotland in this regard.

The report recommended:-

that the Committee:

- (a) note the findings and lessons learned from the test of change;
- (b) endorse the approach undertaken by the service to develop and test different models of care in order to modernise service delivery; and
- (c) note and thank colleagues from the Public Health Scotland Local Intelligence Support Team for ensuring the robust evaluation of this test of change.

The Committee resolved:-

to agree the recommendations.

QUARTER 2 DELIVERY PLAN UPDATE - HSCP.25.092

6. The Committee had before it a report prepared by the Transformation Programme Manager providing assurance and relating to the progress of the Delivery Plan as set out within the Aberdeen City Health and Social Care Partnership Strategic Plan 2025-2029.

The report recommended:-

that the Committee agree to the proposed Year 1 Delivery Plan actions as detailed in Appendix A of the report.

The Committee resolved:-

- (a) to instruct the Transformation Programme Manager to issue a Service Update in respect of the digital inclusion plan;

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- (b) to instruct the Chief Officer to bring a report to the Committee in respect of prescribing expenditure; and
- (c) to otherwise agree the recommendation.

JUSTICE SOCIAL WORK SERVICE ANNUAL PERFORMANCE REPORT 2024-25 - HSCP.25.087

7. The Committee had before it the Justice Social Work Annual Performance Report 2024-25 prepared by the Strategic Service Manager - Justice Social Work Service.

The report recommended:-

that the Committee note the Justice Social Work Annual Performance Report 2024-25 (at Appendix A of the report) which provided assurance about progress made over the year.

The Committee resolved:-

to agree the recommendation.

QUARTER 2 - 2025/2026 BUDGET AND SAVINGS MONITORING UPDATE INCLUDING PER SERVICE LINE - HSCP.25.090

8. The Committee had before it a report prepared by the Deputy Chief Finance Officer – Aberdeen City Council, summarising the financial performance of the second quarter of 2025 for the services within the remit of the Integration Joint Board (IJB); presenting the projected results up to the end of financial year 2025/2026; and advising on areas of risk and management mitigating action.

The report recommended:-

that the Committee:

note the results shown for the following periods and the related risks and mitigating measures:

- Updated funding / income for the year 2025/26
- Projected / forecasted costs of services / expenditure up to the end of the fiscal year, 31 March 2026
- Q2 / 2025/26 Costs of Services against budget for the same period

The Committee resolved:-

to agree the recommendations.

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DIRECTIONS AND DATA PROTECTION IMPACT ASSESSMENTS UPDATE REPORT - HSCP.25.091

9. The Committee had before it a report prepared by the Strategy and Transformation Lead, presenting the six-monthly update on the status of Directions and Data Protection Impact Assessments made by the IJB to Aberdeen City Council and NHS Grampian.

The report recommended:-

that the Committee note the detail and updates contained within the report and the two appendices.

The Committee resolved:-

to agree the recommendations.

STRATEGIC RISK REGISTER - HSCP.25.088

10. The Committee had before it an updated version of the Strategic Risk Register prepared by the Business, Resilience and Communications Lead.

The report recommended:-

that the Committee approve the IJB revised Strategic Risk Register at Appendix A of the report.

The Committee resolved:-

to agree the recommendation.

ABERDEEN CITY HSCP: PRESCRIBING EFFICIENCIES UPDATE REPORT - HSCP.25.093

11. The Committee had before it a report prepared by the Deputy Primary Care Lead – ACHSCP, advising members of the programme of prescribing efficiencies work within Grampian and Aberdeen City, noting areas of obligations, ongoing risk and management of mitigating actions for 2025/26.

The report recommended:-

that the Committee:

- (a) note the update regarding prescribing costs and forecast budget position for 2025/26; and
- (b) note areas of risk and management of mitigating actions that formed part of the overall NHS Grampian's Primary Care Prescribing work programme.

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The Committee resolved:-

to agree the recommendations.

INTERNAL AUDIT UPDATE - HSCP.25.095

12. The Committee had before it an update on Internal Audit's work prepared by the Chief Internal Auditor, providing details of progress against the approved Internal Audit plans, audit recommendations follow up, and other relevant matters for the RAPC to be aware of.

The report recommended:-

that the Committee:

- (a) 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
- (b) note the progress against the approved 2025/26 Internal Audit Plan as detailed in the Internal Audit Update Report.

The Committee resolved:-

to agree the recommendations.

AOCB

13. The Chair advised that this was his last meeting as Chair of the Committee. On behalf of the IJB, Hussein Patwa expressed his thanks to Councillor Greig for his leadership. On behalf of the Senior Leadership Team, the Business, Resilience and Communications Lead thanked Councillor Greig for his support.

DATE OF NEXT MEETING - 24 FEBRUARY 2026

14. The Committee had before it the date of the next meeting: 24 February 2026 at 10am.

The Committee resolved:-

to note the date of the next meeting.

- **COUNCILLOR MARTIN GREIG, Chair.**