



RISK, AUDIT & PERFORMANCE

Date of Meeting	26.08.2020
Report Title	Review of Duties & Year End Report
Report Number	HSCP.20.030
Lead Officer	Alex Stephen, Chief Finance Officer
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Consultation Checklist Completed	Yes
Directions Required	No
Appendices	a. Risk, Audit & Performance Duties Report

1. Purpose of the Report

- 1.1. This report presents the Risk, Audit & Performance (RAP) Committee with a review of reporting for 2019-20 and an intended schedule of reporting for 2020-21 to ensure that the Committee is fulfilling all the duties as set out in its terms of reference.

2. Recommendations

- 2.1. It is recommended that the Risk, Audit & Performance Committee:
- a) Note the content of the RAP Duties report as attached at Appendix A
 - b) Instruct the Chief Finance Officer to presents this report to the RAP on an annual basis at the start of each financial year.



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3. Summary of Key Information

- 3.1. The terms of reference indicate several duties which the RAP committee should ensure that it undertakes each financial year. These are listed in Appendix A, with a review of when these were met in 2019/20 and an indication as to when these duties will be met in 2020/21.
- 3.2. The Chief Finance Officer will maintain this document as a record of the RAP Committee's business and present it back to the Committee at the end of financial year 2020/21.

4. Implications for IJB

- 4.1. **Equalities** – there are no direct implications arising from this report.
- 4.2. **Fairer Scotland Duty** – there are no direct implications arising from this report.
- 4.3. **Financial** – there are no direct implications arising from this report.
- 4.4. **Workforce** - there are no direct implications arising from this report.
- 4.5. **Legal** – there are no direct implications arising from this report.
- 4.6. **Other** – NA

5. Links to ACHSCP Strategic Plan

- 5.1. Ensuring that the RAP Committee is functioning effectively and fulfilling its duties will help ensure that the IJB achieves the strategic aims and priorities as set out in the strategic plan.



6. Management of Risk

- 6.1. **Identified risk(s):** Good governance and ensuring that the IJB's committees are delivering on their duties are fundamental to the delivery of the strategic plan and therefore applicable to most of the risks within the strategic risk register.



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- 6.2. Link to risk number on strategic or operational risk register:** This report links to Risk 5 on the Strategic Risk Register, “There is a risk that the IJB, and the services that it directs and has operational oversight of, fail to meet both performance standards/outcomes as set by regulatory bodies and those locally-determined performance standards as set by the board itself. This may result in harm or risk of harm to people”.
- 6.3. How might the content of this report impact or mitigate the known risks:** The Risk, Audit & Performance Duties Report, as attached at Appendix A, provides assurance that the RAP committee is reviewing standards and outcomes to help keep people safe.

Approvals	
	Sandra Macleod (Chief Officer)
	Alex Stephen (Chief Finance Officer)