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Aberdeen City Health & Social Care Partnership
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Risk, Audit and Performance Committee

Minute of Meeting

Tuesday, 13 June 2023

11.00 am Virtual - Remote Meeting

ABERDEEN, 13 June 2023. Minute of Meeting of the RISK, AUDIT AND PERFORMANCE COMMITTEE. Present:- Councillor Martin Greig Chairperson; and Councillor John Cooke, June Brown, Luan Grugeon, Jamie Dale, Anne MacDonald, Alison MacLeod and Paul Mitchell.

Also in attendance: Martin Allan, Susie Downie, John Forsyth, Stuart Lamberton, Graham Lawther, Judith McLenan, Shona Omand-Smith, Simon Rayner and Sandy Reid.

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. Members were requested to intimate any declarations of interest or connections in respect of the items on the agenda.

The Committee resolved:-

to note that there were no Declarations of Interest or Transparency Statements.

EXEMPT BUSINESS

2. There was no exempt business.

MINUTE OF PREVIOUS MEETING OF 2 MAY 2023

3. The Committee had before it the minute of its previous meeting of 2 May 2023, for approval.

The Committee resolved:-

- (i) to note that those present should read Anne MacDonald; not Anne MacKenzie; and
- (ii) to otherwise approve the minute as a correct record.

RISK, AUDIT AND PERFORMANCE COMMITTEE

13 June 2023

BUSINESS PLANNER

4. The Committee had before it the planner of committee business, as prepared by the Chief Finance Officer.

The Committee resolved:-

- (i) to note the reasons outlined in the planner for the delay to items 11 (Justice Social Work Performance report and Justice Social Work Annual Report) and 12 (Navigator Project evaluation);
- (ii) to note that a Service Update regarding the Navigator Project would be circulated in the interim; and
- (iii) to otherwise note the Planner.

REVIEW OF FINANCIAL GOVERNANCE HSCP.23.042

5. The Committee had before it a report outlining the results of the review undertaken by the Aberdeen City Health and Social Care Partnership (ACHSCP) Leadership Team against financial governance requirements contained in the Chartered Institute of Public Finance and Accountancy (CIPFA) statement on the 'Role of the Chief Financial Officer in Local Government (2016)'.

The Chief Finance Officer introduced the report and responded to questions from members.

The report recommended:-

that the Committee note the content of the report and the accompanying results of the Executive team review contained at Appendix A.

The Committee resolved:-

to note the information provided.

QUARTER 4 (2022/23) FINANCIAL MONITORING UPDATE - HSCP.23.043

6. The Committee had before it the Quarter 4 (2022/23) Financial Monitoring Update and associated appendices, prepared by the Chief Financial Officer.

The report recommended:-

that the Committee:

- (a) note the report in relation to the IJB budget and the information on areas of risk and management action that were contained therein; and
- (b) approve the budget virements indicated in Appendix E of the report.

RISK, AUDIT AND PERFORMANCE COMMITTEE

13 June 2023

The Committee resolved:-

to agree the recommendations.

REVIEW OF DUTIES AND YEAR END REPORT - ANNUAL REVIEW OF RAPC - HSCP.23.031

7. The Committee had before it a review of reporting for 2022/23 and a draft intended schedule of reporting for 2023/24, providing assurance that the Committee was fulfilling all the duties as set out in its terms of reference. The Strategy and Transformation Lead introduced the report and responded to questions from members

The report recommended:-

that the Committee note the content of Appendix A – Risk, Audit & Performance Duties report.

The Committee resolved:-

to note the information provided.

STRATEGIC RISK REGISTER - HSCP.23.045

8. The Committee had before it an updated version of the Strategic Risk Register prepared by the Business Manager.

The report recommended:-

that the Committee approve the revised Strategic Risk Register as detailed in Appendix to the report.

The Committee resolved:-

- (i) to note that a deep dive on specific high risk areas would be carried out and presented to Members at a workshop, in addition to the workshop addressing the annual overview/refresh of the whole Strategic Risk Register; and
- (ii) to otherwise agree the recommendation.

INTERNAL AUDIT REPORTS - ANNUAL REPORT AND IJB PERFORMANCE MANAGEMENT REPORTING - HSCP.23.044

9. The Committee had before it the Internal Audit Annual Report for the year ended 31 March 2023, prepared by the Chief Internal Auditor.

In respect of a question regarding Data Sharing arrangements across Aberdeen, Aberdeenshire and Moray IJBs, the Business Manager advised that he had raised this

RISK, AUDIT AND PERFORMANCE COMMITTEE

13 June 2023

with the Data Protection Officer for NHS Grampian and undertook to circulate an update to Members.

With regard to the four Major Recommendations across the four Internal Audit reports issued during 2022/23, assurance was provided by the Business Manager that specific Senior Management Team members had been assigned these Assurance Recommendations as actions and they were working with Internal Audit to close them off.

The report recommended:-

that the Committee:

- (a) note the Internal Audit (IA) Annual Report 2022/23;
- (b) note that the Chief Internal Auditor had confirmed the organisational independence of Internal Audit;
- (c) note that there had been no limitation to the scope of Internal Audit work during 2022/23; and
- (d) note the progress that management had made with implementing recommendations agreed in Internal Audit reports.

The Committee resolved:-

- (i) to note that an update on Data Sharing would be circulated; and
- (ii) to otherwise agree the recommendations.

CAMHS UPDATE REPORT - YOUNG PEOPLE MONITORING REPORT 2020-21, MENTAL WELFARE COMMISSION - HSCP.23.046

10. The Committee had before it an update on the Young People Monitoring Report for 2021-22, which provided assurance regarding the progress in relation to the recommendations made by the Mental Welfare Commission.

Judith McLenan - Lead for Mental Health and Learning Disability Inpatient Services, Specialist Services and CAMHS, introduced herself. She presented the report and responded to questions from members regarding admission rates and funding challenges.

The report recommended:-

that the Committee note the recommendation made by the Mental Welfare Commission in the Young People's Monitoring Report 2021-22 as attached at Appendix A of the report and local progress made to implementing the recommendation.

The Committee resolved:-

- (i) to instruct the Lead for Mental Health and Learning Disability Inpatient Services, Specialist Services and CAMHS to bring a report back to Committee in 12

RISK, AUDIT AND PERFORMANCE COMMITTEE

13 June 2023

- months' time in order to provide a local update on the full Mental Welfare Commission report; and
- (ii) to otherwise note the information provided.

DATE OF NEXT MEETING - 19 SEPTEMBER 2023 AT 10AM

11. The Committee had before it the date of the next meeting: Tuesday 19 September 2023 at 10am.

The Committee resolved:-

to note the date of the next meeting.

- **COUNCILLOR MARTIN GREIG, Chair.**

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