



## **Risk, Audit and Performance Committee**

### **Minute of Meeting**

**Wednesday, 27 August 2025  
10.00 am Virtual - Remote Meeting**

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

Also in attendance: Bernadette Bularan, Jamie Dale, John Forsyth, Stuart Lamberton, Graham Lawther, Anne MacDonald (Audit Scotland), Alison MacLeod, Councillor M.Tauqeer Malik (observing), Grace Milne and Sandy Reid.

Apologies: Calum Leask.

**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 17 JUNE 2025**

3. The Committee had before it the minute of its previous meeting of 17 June 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:-**

to agree the Planner.

### **QUARTER 1 - 2025/2026 BUDGET AND SAVINGS MONITORING UPDATE - HSCP.25.063**

5. The Committee had before it a report prepared by the Chief Finance Officer and Deputy Chief Finance Officer, ACC, summarising the financial performance for the services within the remit of the IJB for quarter one ending 30 June 2025, in reference to the budget approved for 2025-2026 fiscal year.

### **The report recommended:-**

that the Committee note the report in relation to the IJB budget and its quarter 1 / 2025-2026 status, and the information on areas of risk and management action.

### **The Committee resolved:-**

- (i) 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; and
- (ii) to otherwise agree the recommendation.

### **BOARD ASSURANCE AND ESCALATION FRAMEWORK - HSCP.25.064**

6. The Committee had before it a report prepared by the Business, Resilience and Communications Lead, presenting the annual review of the IJB's Board Assurance and Escalation Framework as part of the Risk, Audit and Performance Committee's annual review of the Framework.

### **The report recommended:-**

that the Committee:

- (a) approve the revised Board Assurance and Escalation Framework (BAEF) as attached at Appendix A of the report; and
- (b) agree that the Framework continue to be reviewed annually by RAPC.

### **The Committee resolved:-**

to agree the recommendations.

### **INTERNAL AUDIT UPDATE - HSCP.25.065**

7. 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

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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.

### **DELIVERY PLAN 2025/26 UPDATE - HSCP.25.067**

8. 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:-**

- (i) to instruct the Transformation Programme Manager to issue a Service Update in respect of the digital inclusion plan;
- (ii) to instruct the Chief Officer to bring a report to the Committee in respect of prescribing expenditure; and
- (iii) to otherwise agree the recommendation.

### **WORKFORCE PLAN 2022-25 FINAL PROGRESS REPORT - HSCP.25.066**

9. The Committee had before it the final progress Report for Aberdeen City Health and Social Care Partnership Workforce Plan 2022 – 2025, prepared by the Senior Project Manager. The report provided an overview of the current workforce over the period of the plan and the progress made against the Workforce Plan priorities.

**The report recommended:-**

that the Committee:

- (a) note the progress of the Workforce Plan 2022 -2025; and

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- (b) instruct officers to undertake full engagement process for the development of the refreshed Workforce Plan 2025-2029.

**The Committee resolved:-**

to agree the recommendations.

**DATE OF NEXT MEETING - 19 NOVEMBER 2025**

- 10.** The Committee had before it the date of the next meeting: 19 November 2025 at 10am.

**The Committee resolved:-**

to note the date of the next meeting.

- **COUNCILLOR MARTIN GREIG, Chair.**