



Audit and Performance Systems Committee

Report Title	Audit & Performance Systems Meeting Dates 2018-19
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Report Author (Job Title, Organisation)	Iain Robertson, Committee Services Officer, Aberdeen City Council
Date of Report	27 October 2017
Date of Meeting	21 November 2017

1: Purpose of the Report

To propose a meeting schedule for the Audit & Performance Systems (APS) Committee for 2018-19.

2: Summary of Key Information

- 2.1 The Integration Joint Board (IJB) agreed its 2018-19 meeting schedule on 31 October 2017 and the Clinical and Care Governance Committee (CCG) agreed its meeting schedule on 3 October 2017.
- 2.2 The proposed meeting schedule for the APS committee aligns with the meeting schedules of both the IJB and the CCG Committee and fulfils the conditions for the APS Committee as set out in its terms of reference.
- 2.3 As per item 6.1 of the Committee's Terms of Reference, the Committee is required to meet once a year in closed session with the Chief Internal Auditor and external auditors and it is proposed that this meeting take place on 20 November 2018 as IJB audited accounts would be published by this point. This would adhere to a decision taken by Committee on 28 February 2017.
- 2.4 Proposed meeting dates will be submitted to relevant colleagues within Aberdeen City Council and NHS Grampian to ensure the alignment of audit committees to support the internal audit function as requested by the Committee on 20 June 2017.



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All meetings would take place at 10am in the Health Village:-

- Tuesday 17 April 2018
- Tuesday 19 June 2018
- Tuesday 11 September 2018
- Tuesday 20 November 2018
- Tuesday 26 February 2019

3: Equalities, Financial, Workforce and Other Implications

- 3.1. It is anticipated that a meeting schedule which is publicly accessible on the Partnership's website would be beneficial for Aberdeen City Council, NHS Grampian and Partnership workforces. By scheduling IJB meeting dates up to March 2019, Board members, officers, auditors and stakeholders would be able to plan ahead and effectively prepare for Board meetings.

4: Management of Risk

Identified risk(s): The Committee would be unable to take timely and informed decisions without an agreed meeting schedule; this would undermine the effectiveness of IJB governance arrangements.

Link to risk number on strategic or operational risk register: Strategic Risk Register (3) Failure of the IJB to function, make decisions in a timely manner etc

How might the content of this report impact or mitigate the known risks: Agreeing a meeting schedule would ensure that reports captured the views of key stakeholders during the consultation process. The Committee would then be in a position to take informed and timely decisions to support the functions and strategic objectives of the IJB.

5: Recommendations

It is recommended that the Audit & Performance Systems Committee:

1. Agree the 2018-19 meeting dates; and



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2. Agree that the meeting dates be publicised on the Partnership's website.