



## **MINUTE OF MEETING OF THE AUDIT, PERFORMANCE AND RISK COMMITTEE**

**Thursday, 29 June 2023**

**Council Chambers, Council Office, High Street, Elgin, IV30 1BX**

### **PRESENT**

Mr Simon Bokor-Ingram, Councillor John Divers, Ms Sonya Duncan, Councillor Scott Lawrence, Mr Derick Murray, Ms Deborah O'Shea, Mr Sandy Riddell

### **APOLOGIES**

Mr Sean Coady, Mr Stuart Falconer, Mr Graham Hilditch

### **IN ATTENDANCE**

Also in attendance at the above meeting were the Chief Internal Auditor, Interim Planning and Strategy Lead, Mr John Campbell, Service Manager and Democratic Services Manager.

#### **1. Declaration of Member's Interests**

The Committee noted that there were no declarations of Member's interests.

#### **2. Minute of the meeting of 30 March 2023**

The minute of the meeting of 30 March 2023 was submitted and approved.

#### **3. Action Log of Meeting of 30 March 2023**

The action log of the meeting of 30 March 2023 was discussed and updated accordingly.

#### **4. Quarter 4 Performance**

A report by the Interim Strategy and Planning Lead updated the Audit, Performance and Risk Committee on performance as at Quarter 4 (January to March 2023).

Mr Riddell expressed concern about the staff sickness levels and asked for more detail on what is being done in regards to staff wellbeing.

Following consideration, the Committee agreed to note:

- i) the performance of local indicators for Quarter 4 (January to March 2023) as presented in the Performance Report at APPENDIX 1; and
- ii) the analysis of the local indicators that have been highlighted and actions being undertaken to address performance that is outside of acceptable target ranges as detailed in APPENDIX 1.

## **5. Internal Audit Section - Update**

A report by the Chief Internal Auditor asked the Committee to consider the contents of this report; seek clarification on any points noted and otherwise note the report.

Following consideration the Board agreed to note the audit update.

## **6. Internal Audit Section Completed Projects**

A report by the Chief Internal Auditor provided an update on audit work completed since the last meeting of the Committee.

Following consideration the Committee agreed to note the audit update.

## **7. Strategic Risk Register**

A report by the Chief Officer provided an overview of the current strategic risks, along with a summary of actions which are in place to mitigate those risks, updated June 2023.

Following consideration the Committee agreed to note the Strategic Risk Register included at Appendix 1.

## **8. Internal Audit Annual Report 2022-23**

A report by the Chief Internal Auditor provided the Audit, Performance and Risk Committee with details of internal audit work undertaken relative to the Moray Integration Joint Board (MIJB) for the financial year ended 31 March 2023, and the assurances available on which to base the internal audit opinion on the adequacy of the MIJB's systems of internal control.

Following the audit carried out during 2022/23 the Chief Internal Auditor is only able to provide limited assurance that the MIJB has adequate systems of governance and internal control. He further raised concern about the progress of the implementation of the recommendations provided.

Mr Riddell echoed the Chief Internal Auditor's concerns and highlighted the issue of following through on issues. As a Board assurance needs to be given that actions are being carried out but he felt at the moment for some issues, this is not being received. He further added that the issues should be escalated to the Board to highlight the issues to them.

In response, the Chief Officer agreed that the issues should be escalated.

Mr Murray suggested that there should be a report back to the Committee on what was found and what has been done to address the issues.

Following further consideration the Committee agreed:

- i) to note the contents of the annual report at Appendix 1;
- ii) a further report to come back to the Committee to identify the issues and what has been done to address them; and
- iii) escalate the issues to the Moray Integration Joint Board.

### **9. Resilience in Care at Home May 2023**

A report by the Provider Services Manager updated the Audit, Performance and Risk Committee on work being done in Care at Home to address the Unmet Need in Moray.

Following consideration the Committee agreed to note:

- i) the actions being taken in Care at Home to address the unmet needs in Moray; and
- ii) the increasing demand on the Care at Home Service.

### **10. Directions Update**

A report by the Interim Chief Financial Officer informed the Board of the issues Directions of the Moray Integration Joint Board (MIJB) for the period 1 October to 31 March 2023.

### **11. Improvement Plan for Adult Social Care Commissioning**

A report by the Head of Service/Chief Social Work Officer informed the Committee of progress regarding the improvement plan for Adult Social Care Commissioning in line with the external review conducted by KPMG, finalised in February 2023.

Following consideration the Committee agreed to:

- i) note the improvement plan attached at Appendix 1; and
- ii) approve the contents of the plan.