



MINUTE OF MEETING OF THE AUDIT, PERFORMANCE AND RISK COMMITTEE

Thursday, 31 August 2023

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

PRESENT

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

APOLOGIES

Mr Sean Coady, Ms Sonya Duncan, Mr Stuart Falconer

IN ATTENDANCE

Also in attendance at the above meeting were the Head of Service/Chief Social Work Officer, Provider Services Manager, Chief Internal Auditor, Michelle Fleming, Self Directed Support and Unpaid Carers Officer, Angela Pieri, External Auditor and the Democratic Services Manager.

1. Chair

The meeting was chaired by Councillor Scott Lawrence.

2. Declaration of Member's Interests

Mr Riddell declared an interest as he is Chair of the Mental Welfare Commission. The Committee noted that there were no other declarations of member's interests.

3. Minute of Special Meeting on 29 June 2023

The minute of the special meeting of the Audit, Performance and Risk Committee on 29 June were submitted and approved.

4. Minute of meeting of 29 June 2023

The minute of the meeting of the Audit, Performance and Risk Committee on 29 June were submitted and approved.

5. Action Log of Meeting of 29 June 2023

The action log of the meeting of 29 June 2023 was discussed and updated.

6. Quarter 1 Performance Report

A report by the Interim Strategy and Planning Lead updated the Committee on performance as at Quarter 1 (April to June 2023).

Mr Riddell continued to raise concern about the huge pressure on the mental health service both on staff and patients and sought assurances on what is being done to improve the situation. He further added that the performance information on mental health services needs to be improved.

He further raised concerns about staff wellbeing and that self management is how both organisations are working to improve wellbeing. He added that there is probably lots of work being carried out to help support the staff wellbeing but he felt it would be helpful for the Committee to get an update on what is going on.

Following consideration the Committee agreed to note:

i)	the performance of local indicators for Quarter 1 (April to June 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.

7. Internal Audit Section Update

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

Following consideration the Committee agreed to note the audit update.

8. Strategic Risk Register

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

Following consideration the Committee agreed to:

i)	note the updated Strategic Risk Register included in Appendix 1; and
ii)	note the Strategic Risk Register will be further refined to align with the transformation, redesign and delivery plans as they evolve.

9. Update on Improvement Plan for Adult Social Care Commissioning

A report by the Head of Service/Chief Social Work Officer updated the Committee on progress regarding the improvement plan for Adult Social Care Commissioning in line with the external review conducted by KPMG, finalised in February 2023, since the last Committee meeting on 29 June 2023.

Following consideration the Committee agreed to note:

i)	the actions within the report; and
ii)	that further updates will be provided at the next Committee meeting, along with an updated Improvement plan.

10. 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.

11. Self-Directed Support Option 1 Audit Update

A report by the Service Manager, Provider Services informed the Committee in relation to the progress of the current work being undertaken to achieve the recommendations outlined in the most recent internal audit report regarding Self-Directed Support (SDS) Option 1.

Following consideration the Committee agreed to note the current progress relating to the Self Directed Support Option 1 audit report.

12. Self-Directed Support Option 2 and 3 Audit Update

A report by the Service Manager, Provider Services informed the Committee in relation to the progress of the current work being undertaken to achieve the recommendations outlined in the most recent internal audit report relating to SDS Option 2 and 3 delivery.

Following consideration the Committee agreed to note the current progress relating to the Self Directed Support (SDS) Option 2 and 3 audit report.

13. Client Monies Audit Update

A report by the Head of Service/Chief Social Work Officer informed the Committee of progress against recommendations outlined in the November 2022 Client Monies Internal Audit report.

Following consideration the Committee agreed to note the current progress relating to Client Monies Internal Audit Report.

14. Items for Escalation to MIJB

The Committee noted that there were no items for escalation to the Moray Integration Joint Board.

In response to Mr Riddell's concern about the mental health services, the Chief Officer suggested holding a Development Session on the topic prior to bringing a report to the IJB.

Mr Riddell confirmed that the Development Session would be really helpful to understand the pressures however it was important that the issues, what is being done etc is all minuted to ensure governance.

The Chief Officer confirmed that the Development Session would explore all areas before a fuller report to the Board.