



MINUTE OF MEETING OF THE AUDIT, PERFORMANCE AND RISK COMMITTEE

Thursday, 31 March 2022

To be held remotely in various locations,

PRESENT

Ms Tracey Abdy, Simon Bokor-Ingram, Mr Steven Lindsay, Ms Jane Mackie, Mr Derick Murray, Mr Sandy Riddell

APOLOGIES

Councillor Frank Brown, Mr Sean Coady, Councillor Theresa Coull, Mr Neil Strachan

IN ATTENDANCE

Also in attendance were Corporate Manager, Internal Audit Manager and Tracey Sutherland, Committee Services Officer.

Maggie Bruce, Audit Scotland was also in attendance.

1. Welcome and Apologies

Sandy Riddell as Chair of the meeting welcomed everyone and apologies were noted.

2. Declaration of Member's Interests

There were no declarations of Members' Interest in respect of any item on the agenda.

3. Thanks

The Committee joined the Chair in thanking Tracey Abdy, Chief Financial Officer, for her hard work, assistance and guidance during her time as Chief Financial Officer. Ms Abdy leaves her post on 31 March 2022.

4. Minute of Meeting of 6 December 2021

The minute of the meeting of 6 December 2021 was submitted and approved.

5. Action Log of Meeting of 6 December 2021

The Action Log of the meeting dated 6 December 2021 was considered and updated accordingly.

6. Performance Report - Quarter 3

A report by the Chief Financial Officer updated the Audit, Performance and Risk Committee on performance as at Quarter 3 (October to December 2021).

The Corporate Manager updated the Committee to confirm that for future reports, waiting times at Accident and Emergency will be included in the figures provided.

The Chair sought information on the actions being taken within NHS Grampian and Moray Council to help relieve the pressures on staff within the organisations be included in future reports.

Following further consideration, in which Officers answered questions regarding D2A, mental health services and Social Care staff recruitment and the pressures on staff across the organisation, the Committee agreed to note:

- i) the performance of local indicators for Quarter 3 (October to December 2021) as presented in the Performance Report at Appendix 1;
- 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; and
- iii) the introduction of management dashboards using the Pentana Risk software to enable managers to monitor performance (an example is at Appendix 2).

7. Internal Audit - 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 this audit update.

8. 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 in March 2022.

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 and redesign plans as they evolve.

9. Internal Audit Plan 2022-23

A report by the Chief Internal Auditor provided the Committee with information on the proposed internal audit coverage for the 2022/23 financial year.

Following consideration the Committee agreed the proposed audit coverage.

10. Civil Contingencies Resilience Standards Report

A report by the Corporate Manager informed the Committee of progress against NHS standards and provided an overview of the work of the Health and Social Care Moray (HSCM) Civil Contingencies Group.

Following consideration the Committee agreed:

- i) to note progress to date and contents of this report alongside the HSCM Civil Contingencies Group Action Plan (Appendix 1); and
- ii) request that an annual assurance report to this Committee from the HSCM Civil Contingencies Group.

11. External Review of Commissioned Services

A report by the Chief Officer informed the Committee of the outcome of an external review of the Health and Social Care (HSCM) commissioning service.

Following consideration the Committee agreed:

- i) to request that an external review is commissioned through an external audit organisation as a paid for commission.
- ii) to note the findings of the external review included in Appendix 1.