



MINUTE OF MEETING OF THE AUDIT, PERFORMANCE AND RISK COMMITTEE

Thursday, 30 March 2023

Remote Locations via Video Conference

PRESENT

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

APOLOGIES

Ms Sonya Duncan, Mr Stuart Falconer

IN ATTENDANCE

Also in attendance at the above meeting were the Chief Internal Auditor, Lizette Van Hal, Service Manager, Interim Strategy and Planning Lead, Angela Pieri, External Auditor Grant Thornton, Hannah McKellar, External Auditor Grant Thornton, and Lindsey Robinson, Committee Service Officer, as clerk to the meeting.

1. Chair

The meeting was chaired by Councillor Scott Lawrence.

2. Declaration of Member's Interests

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

3. Minutes

The minutes of the meetings on 24 November 2022 and 26 January 2023 were submitted and approved.

4. Action Log of Meeting of 24 November 2022

The Action Log of the meeting of 24 November 2022 was considered and updated accordingly.

5. Quarter 3 Performance Report

A report by the Corporate Manager updated the Committee on performance as at Quarter 3 (October to December 2022).

During consideration Mr Murray sought clarification as to why some targets have changed.

In response, the Chief Officer advised that he did not have the answer to hand and would need to ask the Corporate Manager and get back to the Committee.

Thereafter, the Committee agreed to note:

- i. the performance of local indicators for Quarter 3 (October - December 2022) 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 of the report.

6. Internal Audit Plan Report

A report by the Chief Internal Auditor provided the Committee with information on the proposed internal audit coverage for the 2023/24 financial year.

During consideration Mr Riddell sought clarification on the resources available to internal audit and if the Chief Internal Auditor was being given the space to do his job for the IJB.

In response the Chief Internal Auditor advised that he was flagging up the increased demands on internal audit and the available resources as a point of risk.

Mr Riddell was of the opinion that the Chief Officer should highlight the risks in the report to the Council Corporate Management Team.

This was agreed.

Thereafter the Committee agreed:

- i. to note the report and the proposed audit coverage; and
- ii. that the Chief Officer will submit a report to the Corporate Management Team to highlight the risks within the report.

7. Strategic Risk Register

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

During consideration Mr Murray asked if changes could be highlighted in bold to make it easier to see.

In response the Chief Officer advised that he could provide a copy with tracked changes and a clean copy.

Thereafter the Committee agreed to:

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

8. External Audit Plan for the Year Ending 2022-23

A report by the Chief Financial Officer informed the Committee of the Auditor's Annual Plan for 2022/23.

The external auditor gave an overview of the plan and any identified risks and advised that deadlines are moving to pre-Covid timescales.

Following consideration the Committee agreed to note the contents of the External Auditor's annual plan for 2022/23.

9. Internal Audit Section Completed Projects Report

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

Following consideration the Committee agreed to note the audit update.

10. Civil Contingencies - Resilience Standards Progress

A report by the Corporate Manager informed the Committee on the progress against NHS Grampian's Resilience Improvement Plan 2019-21, and provide an overview of the work of Health and Social Care Moray's (HSCM) Civil Contingencies Group.

Following consideration the Committee agreed to:

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

11. External Review of Commissioned Services Update Report

A report by the Chief Social Work Officer informed the Committee of findings and action plan relating to the external review of the adult Commissioning Service.

Following consideration the Committee agreed:

- i. to note the findings of the external review included in Appendix 1; and
- ii. the improvement actions included in Appendix 1.