



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

**Monday, 06 December 2021**

**To be held remotely in various locations,**

### **PRESENT**

Ms Tracey Abdy, Simon Bokor-Ingram, Mr Sean Coady, Councillor Theresa Coull, Mr Steven Lindsay, Mr Derick Murray, Mr Sandy Riddell

### **APOLOGIES**

Councillor Frank Brown, Ms Jane Mackie, Mr Neil Strachan

### **IN ATTENDANCE**

Also in attendance at the above meeting were the Jeanette Netherwood, Corporate Manager, Atholl Scott, Internal Audit Manager, Peter McLean, Service Manager, Primary Care Contracts and Tracey Sutherland, Committee Services Officer.

#### **1. Chair**

The meeting was chaired by Mr Sandy Riddell.

#### **2. Welcome and Apologies**

The Chair welcomed everyone to the meeting and in particular Mr Derick Murray to his first meeting of the Audit, Performance and Risk Committee as the new NHS Grampian member.

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

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

#### **4. Minute of Meeting of 26 August 2021**

The minute of the meeting of 26 August 2021 was submitted and approved.

#### **5. Action Log of Meeting of 26 August 2021**

The Action Log of the meeting dated 24 June 2021 was considered and updated accordingly.

#### **6. Moray Winter Preparedness Plan 2021-22 Report**

A report by the Chief Officer informed the Committee of the Health and Social Care Moray Winter Preparedness Plan for 2021/22.

Following consideration the Committee agreed to note:

- i) that Health and Social Care Moray (HSCM), including GMED (the NHS out of hours service) have robust and deliverable plans in place to manage the pressures of surge at any time of the year including the festive period; and
- ii) that the Moray Winter Preparedness Action Plan 2021/22 incorporates actions that focus on the immediate pressures on flow within the Moray Portfolio.

#### **7. Quarter 2 Performance Report**

A report by the Chief Financial Officer updated the Audit Performance and Risk Committee on performance as at Quarter 2 (July to September 2021).

Following consideration the Committee agreed to note:

- i) the performance of local indicators for Quarter 2 (July to September 2021) 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.

#### **8. Internal Audit Update Report**

A report by the Chief Internal Auditor updated the Committee on the work of Internal Audit.

Following consideration the Committee agreed to note this audit update.

#### **9. Strategic Risk Register Report**

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 November 2021.

Following consideration the Committee agreed to note:

- i) the updated Strategic Risk Register included in Appendix 1; and

- ii) the Strategic Risk Register will be further refined to align with the transformation and redesign plans as they evolve.

## **10. Internal Audit Completed Projects Report**

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. G-OPES - verbal update**

Peter McLean, Service Manager, Primary Care Contracts, gave the Committee an update on the NHS Grampian Operational Pressure Escalation System (G-OPES) currently being rolled out within the Service.

The system was introduced to have a consistent means of measuring pressure across the entire system, and will be able to provide clear transparent metrics and actions relating to this.

The Chair said it was important to see reports coming out of the system to allow for scrutiny. He further added that information to be contained in the reports would need wider discussion at the IJB. The Chief Officer agreed to pull together some suggestions for discussion at the IJB.

## **12. Locality Planning Report**

A report by the Head of Service provided the Committee with an overview on the current status of Locality Planning within Moray.

Following consideration the Committee agreed to:

- i) note the progress towards delivering the identified aims for Locality Planning in Moray and confirms that this programme should remain a priority activity to meet objectives of the Strategic Plan; and
- ii) request further reports be brought to the MIJB as specific decisions are required.

## **13. Items for Escalation to MIJB**

The Committee agreed that regular reporting on the G-OPES system should be provided for the IJB. It was agreed that the Chief Officer would pull together proposals on what the report would contain.