

SUMMARY REPORT OF GOVERNANCE COMMITTEE MEETING

Name of Committee	Audit Committee
Date of Meeting	9 September 2025
Committee Chair	Emily Austin

KEY POINTS FROM DISCUSSION AND ESCALATION

ALERT

- December Audit Meeting – Advised extended to 3 hours due to length of anticipated agenda.

ASSURE

- Internal Audit Progress Report – Noted Remote Access Review Report scheduled for December 2025 Meeting. Key themes discussed. Otherwise on track.
- Children’s Services Transition Arrangements – Work involved acknowledged. Audit rating and 6 improvement actions noted. Progress noted and further discussion to take place on associated action timescales and learning taken.
- NHS Highland Resident Doctor Compliance – Review findings noted. Noted specific area of focus and the large number of recommendations arising. Root Cause Analysis activity referenced. Strong discussion held.
- Management Actions – Reported progress noted. Care at Home actions noted as ongoing. Primary Care actions. Update on Cyber Security actions noted.
- Risk Management Update – Noted as Standing Item. Governance and assurance framework aspects noted as under discussion with Head of Corporate Governance. Executive responsibility noted as passing to Deputy Chief Executive.
- Counter Fraud Update – Substantial assurance taken. Process for investigations outlined for benefit of members. Noted relevant staff training aspects. Submission noted and agreed.
- Information Assurance Group Six Month Update. Substantial assurance taken, noting reporting period as February 2025 to August 2025. Associated risk levels discussed and acknowledged.

ADVISE

- Update on Completion of Adult Social Care Services Review Actions – Noted progress made to date.
- Risk Management Training – Action to remain open.
- Potential for Deviation from SFIs (Payments) – Noted as remaining open, subject to further discussion.
- Counter Fraud Update – No update on NESH Counter Fraud assessment activity. Discussion noted as ongoing. Will be raised with Counter Fraud colleagues.
- Audit Scotland National Reports – Noted.

- Lochaber Redesign Project – Noted respective bank account to be established as per normal process.

RISKS

- None Noted.

ACTIONS

- Gifts, Hospitality and Sponsorship Policy – Agreed draft Policy for publication. Communications elements highlighted as key consideration.
- Formal Request for Financial Write-Off – Agreed and substantial assurance taken.
- NHS Highland Resident Doctor Compliance – Noted questions raised relating to action timescales and monitoring etc. Agreed further update be provided to December meeting by representative from Acute Services.
- Management Actions – agreed Jill Mitchell be invited to December meeting to update on Primary Care actions if current timescale not met.
- Risk Management Update – Agreed in depth discussion be scheduled for December 2025 meeting, including relevant reporting metrics. Development Session approach suggested.
- Scheduling of Tender Waiver Updates – Agreed be discussed at next agenda planning meeting.

LEARNING