

NOT YET ENDORSED AS A CORRECT RECORD

**Minute of Meeting of the East Renfrewshire Integration Joint Board
Performance and Audit Committee held on Wednesday 25 June 2025 at
1:00pm. On Microsoft Teams.**

PRESENT

Mehvish Ashraf	NHS Greater Glasgow and Clyde Board (Chair)
Councillor Katie Pragnell	East Renfrewshire Council
Councillor Caroline Bamforth	East Renfrewshire Council
Anne Marie Kennedy	Non-voting IJB Member
Martin Cawley	NHS Greater Glasgow and Clyde Board (online)

IN ATTENDANCE

Lesley Bairden	Chief Financial Officer IJB
Michelle Blair	Chief Auditor (East Renfrewshire Council)
Alexis Chappell	Chief Officer IJB
Margaret Phelps	Strategic Planning, Performance and Commissioning Manager
Steven Reid	Policy, Planning and Performance Manager
Grace Scanlin	Ernst & Young (online)
Tom Kelly	Head of Adult Services: Learning Disability and Recovery
John Burke	Democratic Services Officer

1. WELCOME AND INTRODUCTION

- 1.1 The Chair introduced herself and welcomed everyone to the meeting of the Integration Joint Board Performance and Audit Committee.

2. DECLARATIONS OF INTEREST

- 2.1 There were no declarations of interest intimated.

3. MINUTE OF PREVIOUS MEETING: 26 MARCH 2025

- 3.1 The Committee considered and approved the Minute of the meeting held on 26 March 2025.

4. MATTERS ARISING

- 4.1 The Committee considered a report by the Chief Financial Officer providing an update that there were no matters arising from the meeting held 26 March 2025.
- 4.2 The Performance and Audit Committee noted the report.

5. ROLLING ACTION LOG

- 5.1 The Committee considered a report by the Chief Financial Officer providing details of all open actions and those which have been completed since the meeting on 26 March 2025.
- 5.2 The Chief Financial Officer informed the Committee that there were 4 open actions.
- 5.3 Action 87 related to the Quarter 3 Performance Report and was scheduled to come to Committee in September. Action 86 would also be dealt with in September as part of the Annual Policy Review. A wider review of the Strategic Risk Register was taking place and an update would be provided at the next meeting of the Committee. Finally, action 31 remained with Police Scotland.
- 5.4 The Performance and Audit Committee noted the report.

6. UNAUDITED ANNUAL REPORT AND ACCOUNTS 2024/25

- 6.1 The Committee considered the unaudited position for 2023/24, which would be passed for approval to the Integrated Joint Board (IJB) immediately following this meeting. Subject to revisions, it would be submitted to Ernst and Young for audit by 30 June 2025.
- 6.2 The Chief Financial Officer apologised that there was an appendix missing from the papers. While this had subsequently been circulated as part of the IJB papers, it should have been included with the papers for this Committee. It was confirmed that the papers had been made available online to the public looking for the papers for this Committee.
- 6.3 The Chief Financial Officer confirmed that the audited report and accounts would be brought to the September Committee and an easy read version would be produced at that point. She went on to provide an overview of the report, highlighting the significant progress that had been made against savings targets with additional support of £1 million from NHS Greater Glasgow and Clyde also providing assistance against prescribing pressures.
- 6.4 Subject to audit, the budget outturn was an underspend of £1.482 million, an improved position from the £0.288 million underspend predicted in January. The underspend would be added to the general reserve with the IJB to take any decisions on the use and application of this as required during 2025/26. It was highlighted that, while this allocation to reserves was welcome, the IJB was technically still in breach of its reserves policy, which stated the general reserve should hold 2% of the budget, with the current position of 0.9%.
- 6.5 The main movements were set out in paragraph 25 of the report and were summarised by the Chief Financial Officer, and the overall reserves position, including the earmarked and ring-fenced reserves were detailed.
- 6.6 In discussion, members thanked the Chief Financial Officer and her team for their hard work in achieving this position and posed some technical questions around the receipt

of central funding and the options for potential use of future funding streams that may become available.

- 6.7 The Performance and Audit Committee noted the report.

7. ERNST & YOUNG – UNDERSTANDING MANAGEMENT PROCESSES AND ARRANGEMENTS (DRAFT RESPONSE)

- 7.1 The Committee considered a report by the Chief Financial Officer regarding a letter issued to the Chair of the Committee and the Chief Financial Officer by Ernst & Young as part of their audit process. The letter was included as Appendix 1 to the report.
- 7.2 A draft response had been prepared and was included as Appendix 2 to the report. The Committee was asked to provide any feedback or comments before the response was submitted on 27 June 2025.
- 7.3 It was noted that these questions were fairly standard, with a few relating specifically to public bodies.
- 7.4 The Performance and Audit Committee agreed to submit any comments on the response before the submission deadline.

8. CIPFA FINANCIAL MANAGEMENT CODE – ACTION PLAN UPDATE

- 8.1 The Committee considered a report by the Chief Financial Officer providing a progress update on the CIPFA Financial Management self-assessment action plan.
- 8.2 The Chief Financial Officer reminded members that the action plan had been agreed in June 2023 by the Committee. At that time, it was agreed that the plan would be reviewed with any proposed updates reported at this time. The report provided the detail of those updates.
- 8.3 The Performance and Audit Committee noted the action plan update as at June 2025.

9. ANNUAL PERFORMANCE REPORT 2024/25

- 9.1 The Policy, Planning and Performance Manager presented the 9th Annual Performance Report which would be finalised for publication by 31 July 2025.
- 9.2 It was noted that the report was retrospective and set out how the IJB delivered on its vision and commitments as set out in the Strategic Plan, whilst recognising the challenges faced both locally and nationally. The report set out the current strategic approach, financial performance and detailed performance information illustrating data trends against key performance indicators, as well as case studies and examples of innovation and good practice.

- 9.3 The Policy, Planning and Performance Manager reported that, despite continued pressures, the report was very positive and provided an overview of areas of the report where focus would be given to drive further improvements in performance.
- 9.4 Members discussed the detailed information in the report, and welcomed the positive trends displayed. There were discussions around reablement, self-directed support, staff sickness absence and child protection. In response to Councillor Bamforth's query, it was agreed that further information in relation to signs of safety would be provided to her.
- 9.7 The Performance and Audit Committee noted the progress and content of the report.

10. HSCP ANNUAL DELIVERY PLAN 2025-26

- 10.1 The Policy, Planning and Performance Manager presented the Health and Social Care Partnership (HSCP) Annual Delivery Plan 2025-26, setting out key activities to support the delivery of the new HSCP Strategic Plan 2025-28. The plan assigned lead officer responsibilities and listed the key performance indicators that would be used to measure progress toward delivery of the outcomes in the Strategic Plan.
- 10.2 The Policy, Planning and Performance Manager provided further detail on the Plan, which was attached as an appendix to the report. In particular, he highlighted the three strategic outcomes of the Plan: People are enabled to live healthy and fulfilling lives; Our communities are resilient and there are better opportunities for health and wellbeing; and People are safe and protected.
- 10.3 In summarising the report, the Policy, Planning and Performance Manager explained that quarterly performance reports would be provided to the Committee in future to monitor progress against those key strategic outcomes.
- 10.4 In discussion, it was noted that NHS Greater Glasgow and Clyde's clinical strategy, 'Moving Forward Together' had been updated and is now known as 'Transforming Together'.
- 10.5 Members also requested further details around targets on prescribed medicines and asked that there be flexibility on some points over time as there may be developments across the area that would require adjustment in strategic thinking.
- 10.6 The Performance and Audit Committee noted the report and approved the Annual Delivery Plan for 2025-26.

11. SPECIALIST LEARNING DISABILITY INPATIENT SERVICES PERFORMANCE REPORT 2024/25

- 11.1 The Committee considered a report from the Head of Adult Services: Learning Disability and Recovery on performance of Specialist Learning Disability Inpatient Services, with a particular focus on admission and discharge activity throughout 2024/25.

11.2 In summarising the report, the Head of Adult Services, Learning Disability and Recovery, indicated that the key priority of the Service had been delayed discharge and, as such, the picture looked very different to the previous year with fewer patients being delayed. He outlined comparisons across other areas and stressed that a collaborative approach was needed to continue to address this key area of concern.

11.3 The members of the Committee thanked the Head of Adult Services: Learning Disability and Recovery and the team at Specialist Learning Disability Inpatient Services for their work. The complexity of the cases being dealt with by the Service was recognised and the Head of Adult Services: Learning Disability and Recovery was encouraged to raise any areas where assistance was required.

11.4 The Committee noted the report.

12 AUDIT UPDATE

12.1 The Chief Financial Officer advised that follow up work had been undertaken on 3 audits which had 2 recommendations included in the report. The Partnership's response had yet to be submitted at the time of writing the report. 2 new audits had also been issued and those were detailed in the report.

12.2 There were a total of 32 recommendations following the follow up work, 7 of which were open and 25 were closed awaiting verification.

12.3 The Performance and Audit Committee noted the report.

13 IJB STRATEGIC RISK REGISTER

13.1 The Committee considered a report by the Chief Financial Officer on the IJB Strategic Risk Register.

13.2 No risks had been removed or added and no scores had been changed since the last update. A summary of changes was provided in paragraphs 11 to 15 of the report.

13.3 The Committee noted the report.

The meeting ended at 2.15pm.

CHAIR

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