

**Minute of Meeting of the East Renfrewshire Integration Joint Board  
Performance and Audit Committee held on Wednesday 20 November 2024 at  
9.00 a.m. in the Council Chamber, East Renfrewshire Council, Eastwood Park,  
Rouken Glen Road, Giffnock.**

**PRESENT** (\*indicates online)

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

**IN ATTENDANCE** (\*indicates online)

Lesley Bairden	Chief Financial Officer IJB
Michelle Blair	Chief Auditor (East Renfrewshire Council)
Lesleyann Burns	Democratic Services Officer (East Renfrewshire Council)
Pamela Gomes	Governance and Compliance Officer, HSCP
Tom Kelly*	Head of Adult Services: Learning Disability and Recovery
Julie Murray	Chief Officer IJB
Steven Reid	Policy, Planning and Performance Manager, HSCP
Grace Scanlin*	Ernst & Young
Lynne Siddiqui	Community Rehabilitation Team Lead, HSCP
Barry Tudhope	Democratic Services Manager (East Renfrewshire Council)

**APOLOGIES FOR ABSENCE**

Councillor Caroline Bamforth      East Renfrewshire Council

**1. WELCOME**

- 1.1 The Chair welcomed everyone to the meeting of the Performance and Audit Committee.

**2. APOLOGIES FOR ABSENCE**

- 2.1 Apologies for absence were noted.

**3. DECLARATIONS OF INTEREST**

- 3.1 There were no declarations of interest intimated.

**4. MINUTE OF PREVIOUS MEETING: 25 SEPTEMBER 2024**

- 4.1 The Committee considered and approved the Minute of the Meeting of the Integration Joint Board Performance and Audit Committee held on 25 September 2024.

## **5. MATTERS ARISING**

- 5.1 The Performance and Audit Committee considered a report by the Chief Financial Officer on progress regarding matters arising from the discussion that took place at the meeting held on 25 September 2024.
- 5.2 The Chief Financial Officer confirmed that the East Renfrewshire Integration Joint Board had approved the Audited Annual Report and Accounts at their meeting on 25 September 2024, and this was signed and submitted to Ernst & Young by the statutory deadline of 30 September 2024.
- 5.3 The Chief Financial Officer also advised that the Strategic Risk Register would be approached on an integrated basis. A workshop facilitated by Zurich is to be arranged for January 2025, and the Chief Risk Officer from NHS Greater Glasgow and Clyde will be invited. Following that workshop, there will be a session for Integrated Joint Board and Performance and Audit Committee Members, if required.
- 5.4 The Performance and Audit Committee noted the report.

## **6. ROLLING ACTION LOG**

- 6.1 The Performance and Audit Committee considered a report by the Chief Financial Officer on all open actions and those that had been completed, or removed from the log, since the last meeting.
- 6.2 The Chief Financial Officer advised the Committee that in terms of Action No. 86, the Standing Orders for Meetings of the Integration Joint Board, would be reviewed as part of the annual review of Integration Joint Board Policies. Action No. 82, which pertained to processes related to NHS audits, has now been closed. Additionally, she reported that Action No. 31, related to the Internal Audit Report 2020-21, remains with Police Scotland.
- 6.3 The Performance and Audit Committee noted the report.

## **7. MID-YEAR PERFORMANCE UPDATE 2024-25**

- 7.1 The Performance and Audit Committee considered a report by the Policy, Planning and Performance Manager on key performance measures relating to the delivery of the strategic priorities set out in the Health and Social Care Partnership Strategic Plan 2022-2025.
- 7.2 The Policy, Planning and Performance Manager highlighted that the Health and Social Care Partnership continued to perform well across service areas, including those that continue to face significant challenges and pressures. He then set out a number of performance highlights as well as areas that remain challenging, as detailed in the report.
- 7.3 Committee members thanked the Policy, Planning and Performance Manager for the update and welcomed the fact that no looked-after children had undergone three or more placement changes during the reporting period.

- 7.4 Committee members enquired whether the reduction in Self Directed Support Options 1 and 2 was connected to the Supporting People Framework. The Chief Officer IJB confirmed this link, noting that it was the first time this had happened, and giving assurance that it would continue to be monitored.
- 7.5 Committee members also enquired whether there were still delays in the court system regarding Adults with Incapacity. The Chief Officer IJB confirmed that while some courts were performing better than others, it is a complex process. She also advised that she was aware of ongoing review work aimed at reducing delays.
- 7.6 The Performance and Audit Committee noted the report.

## **8. AUDIT UPDATE**

- 8.1 The Performance and Audit Committee considered a report by the Chief Financial Officer providing an update on new audit activity relating to the IJB and HSCP since September 2024, and summarising all open recommendations. Accompanying the report were a series of appendices. These contained information regarding audit activity relating to the IJB and HSCP; and information on recommendations from previous audits. Summary information in relation to the appendices was contained in the report.
- 8.2 Commenting on the report, the Chief Financial Officer advised that a new Audit Report concerning St Andrew's House (attached at Appendix 2a) had been issued by the Chief Internal Auditor since the last meeting in September 2024, with three out of the four recommendations from that report already actioned.
- 8.3 She further reported that an Audit Report regarding Bonnyton House had been released after the papers for the meeting were finalised, and an update on that report would therefore be provided at the next meeting.
- 8.4 The Chief Financial Officer also pointed out that there are currently 30 audit recommendations, a decrease of seven since the last meeting. Of these, 10 remain open while 20 are considered closed and awaiting verification.
- 8.5 Committee members enquired whether staff and managers at St Andrew's House understood the absence procedure. The Chief Officer IJB confirmed that information regarding East Renfrewshire Council's new Absence Policy had been disseminated across the HSCP, and that the new Policy is designed to make the process more straight forward. She further advised that training, in collaboration with Human Resources colleagues, is planned for the upcoming weeks to ensure a consistent approach to absence management.
- 8.6 Committee member thanked the Chief Financial Officer for her comprehensive report, noting that it effectively illustrated the progress on audit actions and interventions.
- 8.7 The Performance and Audit Committee noted the report.

## **9. INTEGRATION JOINT BOARD STRATEGIC RISK**

- 9.1 The Performance and Audit Committee considered a report by Chief Financial Officer on the Integration Joint Board Strategic Risk Register.
- 9.2 The Chief Financial Officer advised the Committee that there had been little change since the Committee considered the Strategic Risk Register at its meeting in September 2024, although a short update was provided at paragraph 12 of the report regarding Care at Home redesign.
- 9.3 The Chief Financial Officer also highlighted that, as previously outlined in the Rolling Action Log (Item 5), the approach to the Risk Register is to be reviewed at a workshop in January 2025, and any proposed changes in methodology would be discussed with the Performance and Audit Committee.
- 9.4 The Performance and Audit Committee noted the report.

## **10. CALENDAR OF MEETINGS 2025**

- 10.1 The Performance and Audit Committee considered a report by Chief Officer on proposed meetings dates for 2025.
- 10.2 Committee members indicated that there had been instances in the past where meeting times conflicted with other Integration Joint Board/Committee schedules.
- 10.3 The Chief Officer confirmed that the proposed meeting dates had been communicated to other Integration Joint Boards in the hope of avoiding a clash. It was further highlighted that there are times when all Boards/Committees must convene at specific times to fulfil statutory obligations, and in these case, Committee members may need to submit apologies to one of the committees.
- 10.4 The Performance and Audit Committee agreed to note the meeting dates for 2025.

## **11. DATE OF NEXT MEETING**

It was noted that the next meeting of the Performance and Audit Committee would take place on Wednesday 26 March 2025, at 9.30 a.m. in the Council Chamber, East Renfrewshire Council Headquarters, Eastwood Park, Rouken Glen Road, Giffnock.

The Chair thanked everyone for their attendance.

The meeting ended at: 9.33 a.m.

**CHAIR**