

**Minute of virtual meeting of the  
East Renfrewshire Integration Joint Board  
Performance and Audit Committee  
held at 9.00am on 29 March 2023**

**PRESENT**

Councillor Katie Pragnell, East Renfrewshire Council (Chair)

Lynsey Allan	Scottish Care
Councillor Caroline Bamforth	East Renfrewshire Council
Jacqueline Forbes	NHS Greater Glasgow and Clyde Board
Councillor David Macdonald	East Renfrewshire Council
Anne-Marie Monaghan	NHS Greater Glasgow and Clyde Board

**IN ATTENDANCE**

Liona Allison	Assistant Committee Services Officer (East Renfrewshire Council)
Lesley Bairden	Head of Finance and Resources (Chief Financial Officer)
Michelle Blair	Chief Auditor (East Renfrewshire Council)
John Burke	Committee Services Officer (East Renfrewshire Council)
Eamonn Daly	Democratic Services Manager (East Renfrewshire Council)
Pamela Gomes	Governance and Compliance Officer
Tom Kelly	Head of Adult Services – Learning Disability and Recovery
Julie Murray	Chief Officer – IJB
Margaret Phelps	Strategic Planning, Performance and Commissioning Manager
Steven Reid	Policy, Planning and Performance Manager

**ALSO ATTENDING**

Rob Jones and Grace Scanlin Ernst and Young

**APOLOGIES**

Anne Marie Kennedy Non-voting IJB member

**DECLARATIONS OF INTEREST**

1. There were no declarations of interest intimated.

**MINUTE OF PREVIOUS MEETING**

2. The committee considered and approved the Minute of the meeting of 23 November 2022.

**MATTERS ARISING**

3. The committee noted that there were no matters arising from the previous meeting.

**ROLLING ACTION LOG**

4. The committee considered a report by the Chief Officer providing details of all open actions and those that had been completed, or removed from the log, since the last meeting.

Commenting on the report, the Head of Finance and Resources (Chief Financial Officer) remarked on Action 58, remarking that work was ongoing and a decision had not been taken on it yet; Action 56, where the report had been revised, and if the committee was satisfied the action would be closed; and Action 31 which remained with Police Scotland for discussion, and in respect of which an update on progress had been requested.

The committee noted the report.

**ERNST AND YOUNG ANNUAL AUDIT PLAN 2022-23**

5. The committee took up consideration of the 2022-23 Audit Plan prepared by Ernst and Young, the Board's newly appointed external auditors.

The plan set out the proposed audit approach for the audit of the financial year for the year ending 31 March 2023 and outlined the steps that the new auditors had taken in preparing the plan.

Rob Jones, Ernst and Young, remarked on the change of style from previous reports, particularly around background and contextual information, and the materiality assessment. He assured the Committee that these differences had no material effect on the procedures and guidelines followed in producing the plan.

Responding to questions, Mr Jones gave further details on the position of Ernst and Young as the Council's external auditor, the methodology used around the four dimensions of wider scope and materiality, and confirmed that Ernst and Young had sight of the Audit Scotland pilot test best value review, and this would be used in assisting their work in future.

The committee noted the Ernst and Young 2022-23 Annual Audit Plan.

**PERFORMANCE UPDATE 2022-23 – QUARTER 3**

6. The committee considered a report by the Chief Officer providing an update on key performance measures relating to the delivery of the strategic priorities set out in the HSCP Strategic Plan 2022-2025. Where Q3 (October-December) data was available for strategic performance indicators this was included.

It was noted that work with the committee to improve the format and content of performance reports was ongoing. An example 'exception' reporting format had been developed and would be finalised in line with recommendations from the working group ahead of end-year reporting in summer 2023. It was intended to move to a format whereby performance reports would begin with a series of exception reports focusing on a core set of key performance indicators; followed by a full report on progress against key performance indicators. Details of the matters to be considered in the exception reports were summarised.

It was further noted that for all indicators the aim was to show clear visualisation of performance trends against targets with charts. As reporting arrangements developed further,

it was planned to incorporate future performance projections against forward targets to show intended trajectories in charts.

Reference was also made to the ongoing challenges in relation to performance reporting associated with the Council's change in performance management IT system.

Thereafter it was explained that the report included data for quarter 3 and any updated mid-year data for indicators from the Strategic Plan that had not previously been reported to the committee, and provided an explanation of the manner in which the information was presented.

The report also set out performance highlights together with listing areas that remained challenging.

The Policy, Planning and Performance Manager was then heard further on the report following which full discussion took place, referring particularly to the issue of delayed hospital discharges and initiatives aimed at promoting breastfeeding in East Renfrewshire. There was also a request for the possibility of including CAMHS average waiting times in future performance reports.

There followed a brief discussion on the implementation of the pERform system, with a request being made for the situation around the system to be investigated further.

The committee:

- (a) noted the report;
- (b) agreed that the possibility of including CAMHS average waiting times in the commentary in future performance reports be investigated; and
- (c) requested that the Chief Officer have discussions with Council directors on the delays associated with full implementation of the pERform system.

## **STRATEGIC COMMISSIONING PLAN UPDATE**

7. Under reference to the Minute of the previous meeting (Item 9 refers) when the committee had noted a report by the Chief Officer providing an overview of the current arrangements in place to commission health and care services with external partners, the committee considered a report by the Chief Officer regarding the both the current and future arrangements for the commissioning of health and care services with external partners.

Having referred to the long standing commitment to partnership working in East Renfrewshire, the report explained that the draft Strategic Commissioning Plan, a copy of which accompanied the report, would reinforce the commitment to creating the environment for a diverse, thriving and sustainable market which was focused on meeting needs and achieving outcomes.

Comment was made on the collaborative work that had taken place over the preceding 12 months with external partners to develop a shared collaborative commissioning statement. This statement represented the current position in the ongoing conversation with people who use services, partner providers who deliver services, carers, and other stakeholders who form part of East Renfrewshire Health and Social Care Partnership. It was explained that the aim was to create opportunities to work together to shape the local health and social care environment to ensure that together the aims of the HSCP Strategic Plan 2022-2025 could be progressed, and the changing needs and aspirations of the people of East Renfrewshire responded to appropriately.

**NOT YET ENDORSED AS A CORRECT RECORD**

The links between the Medium-Term Financial Plan and the Strategic Commissioning Plan were noted, it being explained that the Strategic Commissioning Plan would set out the financial and operational context of the Health and Social Care Partnership and recognised the financial pressures the IJB was facing and the statutory requirement to both set a balanced budget and to operate within the financial envelope available.

It was explained that the Plan would initially be for a two year period covering the term 2023/25. This would allow for alignment to the three year Strategic Plan and Medium Term Financial Plan. Furthermore it was noted that the final version of the Strategic Commissioning Plan would be presented to the Integration Joint Board in June and thereafter would be updated annually to reflect the future direction, the demographic demand and pressures, financial context and role of the third and independent sectors as delivery partners.

Thereafter, there was discussion around the use of off-framework commissioning and the arrangements surrounding that. Further, there was a request from Ms Forbes to be provided further detail around demographic changes predicted, particularly around the increase of males over 75.

It was confirmed that a summary version of the document was being produced for ease of reference.

Discussions also took place around care home provision and the Head of Finance and Resources (Chief Financial Officer) explained that a short-life working group had been established to look into issues around the planning issues with care home provision being increased.

The committee:-

- (a) noted the early proposals for a Strategic Commissioning Plan on the current and future arrangements in place to commission health and care services with external partners; and
- (b) noted that following the period of engagement a final draft Strategic Commissioning Plan would be presented to the Integration Joint Board meeting in June 2023.

**AUDIT UPDATE**

8. Under reference to the Minute of the previous meeting (Item 10 refers), the committee considered a report by the Chief Officer providing an update on new audit activity relating to the IJB and HSCP since last reported to the committee in November 2022, and summarising all open audit 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

Thereafter, discussion took place around the verification of audits and whether the expected timeframe for the provision of those verifications should form part of the report.

The committee noted the report.

**IJB STRATEGIC RISK REGISTER UPDATE**

9. Under reference to the Minute of the previous meeting (Item 11 refers), the committee considered a report by the Chief Officer providing an update on the Integration Joint Board Strategic Risk Register. A copy of the risk register accompanied the report.

Having set out the risk matrix used to calculate risk scores, the report then referred to the meeting of the committee on 23 November 2022 and explained that since then no new risks had been added; no existing risks had been removed; 2 risk scores had changed with 1 remaining amber and 1 being reduced from red to amber, and 1 remaining red post-mitigation.

The committee noted the report.

### **CHANGE IN MEETING TIMES**

**10.** The committee considered a report by the Chief Officer seeking approval to change the times of the meetings of the committee on 28 June and 27 September from 9am to 11.30am. This was to synchronise with the meetings of the IJB taking place on those days, the timing of which had been changed to 1pm

Following discussion around the proposed timing of meetings due to clashes with other IJB meetings taking place, the committee agreed that the Democratic Services Manager would liaise with HSCP officers on a suitable date and time for the June and September meetings.

### **DATE OF NEXT MEETING**

**11.** It was reported that the date and time of the next meeting of the committee would be confirmed to members following the discussions referred to in the previous item.

CHAIR

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