

**Minute of the Virtual Meeting of the  
East Renfrewshire Integration Joint Board  
Performance and Audit Committee  
held at 1.00pm on Wednesday 27 September 2023**

**PRESENT**

Councillor Katie Pragnell	East Renfrewshire Council (Chair)
Lynsey Allan	Scottish Care
Jacqueline Forbes	NHS Greater Glasgow and Clyde Board
Anne Marie Kennedy	Non-voting IJB Member
Anne Marie Monaghan	NHS Greater Glasgow and Clyde Board

**IN ATTENDANCE**

Lesley Bairden	Head of Finance and Resources (Chief Financial Officer)
Michelle Blair	Chief Auditor (East Renfrewshire Council)
Pamela Gomes	Governance and Compliance Officer
Ian McLean	Accountancy Manager
Julie Murray	Chief Officer – IJB
Margaret Phelps	Strategic Planning, Performance and Commissioning Manager
Grace Scanlin	Ernst & Young
Colin Sweeney	Democratic Services Manager (ERC)

**APOLOGIES FOR ABSENCE**

Tom Kelly	Head of Adult Services: Learning Disability and Recovery
Rob Jones	Ernst & Young

**DECLARATIONS OF INTEREST**

1. There were no declarations of interest intimated.

**MINUTES OF PREVIOUS MEETING**

2. The Committee considered and approved the Minute of the meeting of 26 June 2023, subject to the spelling of Anne Marie Kennedy's name being corrected.

**MATTERS ARISING**

3. The Committee considered a report providing an update on matters arising from the discussions that had taken place at the previous meeting, held in June 2023.

In response to a question around the Learning Disability Inpatient Performance report, the Chief Officer noted she had not received any response from other partnerships but had suggested they may wish to take the report to their own respective audit committees. The

Chief Officer also noted that the topic is on other board agendas so will hopefully be subject to further discussion.

The committee noted the report.

### **ROLLING ACTION LOG**

4. The Committee considered the rolling action log, which detailed all actions, including those completed since the previous meeting held on 26 June 2023.

Commenting on the report, the Chief Financial Officer advised that Committee that, since June 2023, Actions 58, 65, 69 and 70 had closed.

In respect of Actions 64 (CIPFA Financial Management Code), it was reported there was a deadline of March 2024 for updates on those areas identified for potential improvement. It was recognised that some timescales would be longer-term.

In respect of Action 31 (Internal Audit Annual Report 2020-21 and Internal Audit Plan 2021-22), it was reported that this remained with Police Scotland, and that an update had been requested. Officers were aware there has been a change in personnel within the police.

The Committee noted the report.

### **INTERNAL AUDIT ANNUAL REPORT 2022/23**

5. The Committee considered the Chief Internal Auditor's Annual Report for 2022/23, which contained an independent opinion on the adequacy and effectiveness of the governance, risk management and internal controls. The main purpose of which is to provide an assurance statement based on the work carried out relevant to the IJB. The Chief Internal Auditor concluded that reasonable assurance can be placed on the framework operated in East Renfrewshire Integration Joint Board in the year to 31 March 2023.

During discussion it was suggested that some of the audit reports the Committee received in relation to governance and procedures were quite light and questioned whether the Committee should be asking for more detail in reports moving forward.

Jacqueline Forbes suggested it may be worthwhile benchmarking against some other IJBs in terms of the level of detail within audit reporting. It was confirmed that all activity is reported to the Committee however should Members have any specific areas they would like considered in future to contact the Chief Internal Auditor as it may be worth being more proactive in terms of how we want to use audit days. It was noted that in terms of the Council's audit function, any audits impacting the HSCP are shared within the regular audit updates to Performance and Audit Committee along with details of NHS audits undertaken by Azets.

The Chief Financial Officer provided further assurance that should the HSCP have any specific concerns, the Council's Chief Auditor would make time, on request, for any investigative work needed.

The Committee:

- (i) Noted the contents of internal audit's annual report 2022/23; and
- (ii) Noted the annual assurance statement and the conclusion that the IJB had adequate and effective internal controls in place proportionate to its responsibilities in 2022/23.

**UNAUDITED ANNUAL REPORT ACCOUNTS 2022/23 AND ISA 580 INDEPENDENT AUDITORS REPORT**

6. Grace Scanlin from Ernst & Young presented the independent auditors report which gave an overview of the external audit annual report for the year ending 31 March 2023. This summarised the key findings and conclusions from the audit of the IJB. The report remains provisional until the accounts are signed.

Grace Scanlin highlighted the key issues and noted that whilst there was a net underspend for the year, financial sustainability was a red risk relating to the recommendation to work with partners to achieve a more sustainable financial position. There was one minor recommendation reflecting hosted services. In conclusion the reporting arrangements were good; that best value was achievable and that fees had been set in line with the Scottish Government's expectations.

Anne Marie Monaghan was pleased that the audit gave a clean bill of health despite the red rating around financial sustainability. The pressures we have are not in relation to poor management of finances but are a result of insufficient funding to meet service demand.

Jacqueline Forbes echoed Anne Marie Monaghan's comments and was reassured that the new auditors highlighted the issues the Board expected.

The Committee noted the report.

**AUDITED ANNUAL REPORT AND ACCOUNTS 2022-2023**

7. The Committee considered a report which provided an overview of the audited annual report and accounts for the Integration Joint Board covering the period 1 April 2022 to 31 March 2023.

The Chief Financial Officer was very pleased to report the annual report and accounts were unqualified, had been properly prepared, met legislative requirements, addressed best value and that appropriate governance was in place. She said that the main messages from Ernst & Young were set out in the table at paragraph 13 of the report. It was confirmed that since the report was written, the Best Value comment was no longer RAG rated so all areas were Green with the exception of financial sustainability. Discussion on the financial position is ongoing with partners.

The two recommendations made by Ernst & Young were detailed at paragraph 18 along with the HSCP responses and it was noted that the Chief Officer and Chief Financial Officer would continue to engage with partners in relation to the current and future years.

The main messages included in the report remained unchanged since that reported in June and the detail was summarised at paragraph 24.

The HSCP's level of general reserves remained below the level set in the reserves strategy and this had been discussed at length in prior years.

Following this meeting, the Chair would confirm this Committee's decision on the recommendations in the report, with any pertinent comments, to the chair of the IJB.

Finally, colleagues were thanked for their input into the annual report and accounts. There was a significant amount of work behind the scenes to ensure statutory obligations were met and to support the audit process. Similarly, thanks went to Grace Scanlin and her colleagues, for taking the time to get to know the business as part of the audit.

The Committee:

- a) Agreed the audited annual report and accounts be remitted to the Integration Joint Board for approval; and
- b) Noted the summary overview of financial performance document for 2022/23 prior to publication on the IJB website.

#### **INTERNAL AUDIT PLAN 2023/24**

8. The Chief Internal Auditor presented her internal audit plan for 2023/24 which has been developed following consultation with the Chief Financial Officer. The Chief Auditor noted that no specific IJB audit was planned but that 11 days had been set aside if needed and in reference to the earlier discussion advised she would be happy to consider any suggested areas for audit.

The Chief Internal Auditor also advised the service is currently working on a payroll audit. Whilst not specific to the HSCP, any associated recommendations would be brought to the Committee. Jacqueline Forbes noted that it was reassuring that these things are being looked at.

The Committee approved the plan.

#### **PERFORMANCE REPORT – QUARTER 1**

9. The Committee considered a report providing an update on key performance measures relating to the delivery of the strategic priorities set out in the HSCP Strategic Plan 2022-2025. The report includes available data for quarter 1, along with more detailed exception reports for two performance indicators. The format for exception reports have been developed in partnership with Committee members at the working group and provide more detailed discussion on performance trends.

As previously reported to the Committee, the performance system remains in development however the Planning and Performance Team have set out requirements for HSCP level reporting with the aim of introducing more flexibility and automation which should be in place for our mid-year report.

It was noted that the HSCP continues to operate at a high level of performance across service areas, including many that continue to face significant challenges and pressures.

There was discussion on a number of targets and a questioned raised in relation to 1:1 therapists rather than online treatment and whether any stats were available and whether there were any difference between areas.

The Committee were pleased with the new format of the report which is much improved and they welcomed the new exception reporting templates which show 'what good looks like'.

#### **COMMISSIONED SERVICES ANNUAL UPDATE**

10. The Committee considered a report providing an annual update on commissioned services and the contract and commissioning arrangements in place to support service delivery.

**NOT YET ENDORSED AS A CORRECT RECORD**

Margaret Phelps provided an overview of engagement activity and annual spend giving a summary of the HSCP position.

Anne Marie Monaghan noted the report was very helpful and was supportive of the collaborative commissioning approach.

Anne Marie Kennedy expressed her thanks for the work undertaken with the third sector.

The Committee noted the report.

**AUDIT UPDATE**

**11.** The committee considered a report providing an update on new audit activity relating to the IJB and HSCP since last reported to the committee in June 2023, and summarising all open audit recommendations. Accompanying the report was a series of appendices containing information relating to specific audit activity within the IJB and HSCP.

In response to Jacqueline Forbes question around the verification process, the Chief Auditor confirmed that follow-up work is undertaken in a certain order and where there are Council wide audits these would not be followed up until all department's implementation dates had passed, however these are generally done within a year of the original audit. She further confirmed that a follow-up of the Council's Environment department audits are currently underway which will include the recommendations noted in appendix 2J. A follow up of HSCP specific audits will also be undertaken once all implementation dates have passed.

The Committee noted the report.

**POLICY UPDATE**

**12.** The Committee considered the annual policy update which details timeframes for review of IJB policies and governance documents.

It was noted that the Integration Scheme is currently under review and will be considered by the health board and local authority in October. There are no significant changes and if approved, the scheme will go for consultation and feedback will be used to make necessary revisions before being presented for final approval.

A copy of the report to Council will be shared with the IJB for information.

The Committee noted the report.

**IJB STRATEGIC RISK REGISTER**

**13.** The committee considered an update report on the Integration Joint Board Strategic Risk Register. A copy of the risk register accompanied the report. The Chief Financial Officer noted that since last reported to the committee in June, no new risks had been added and no existing risks had been removed. Details of the changes, which included one score being increased, are contained within the report. It was noted that financial sustainability remains red post mitigation reflecting the ongoing challenges and that failure of a provider, although amber, was included in the exception report given the volatility in the market. Whilst the particular concerns in relation to 3 local care homes have improved, we remain alert as the system is in such crisis.

Anne Marie Monaghan queried how many providers have handed back care packages. Exact details were not available however the Intensive Services Manager advised that we

**NOT YET ENDORSED AS A CORRECT RECORD**

have not had a full service handback for a number of years; only specific packages which is usually due to staffing issues. Given the good working relationships, partners are usually able to honour notice periods which is important for those who use our services.

Anne Marie also asked whether we had done everything we possibly can in relation to the historic abuse and was assured by the Chief Officer that all appropriate actions have been taken.

The Committee noted the report.

**DATE OF NEXT MEETING**

**14.** It was reported that the next meeting of the committee would be held on Wednesday 22 November 2023 at 9am.

CHAIR