

---

## Minute of Performance and Audit Committee

---

**Date:** 28<sup>th</sup> May 2024

---

**Time:** 10am

**Place:** MS Teams

---

### Present

Cllr Cameron Ramsay, Chairperson  
Cllr Julie Dettbarn, Voting Member, SAC  
Jean Ford, Non-Executive Director, NHS  
Ewing Hope, Non-Executive Director, NHS

### In Attendance

Tim Eltringham, Director of Health and Social Care, HSCP  
Mark Inglis, Head of Children's Health, Care and Justice Services, HSCP  
Gary Hoey, Chief Social Work Officer, HSCP  
Sheila Tyeson, Senior Manager, Planning, Performance and Commissioning, HSCP  
Lisa Duncan, Chief Finance Officer, HSCP  
Rebecca Hunter, Planning and Performance Officer, HSCP  
Frances Ewan, NHS Staff Side Representative, NHS  
Cecilia McGhee, Chief Internal Auditor  
Sandra Rae, Manager, Learning Disability and Sensory Impairment  
Lauren Logan, Carers Policy Implementation Office, HSCP  
Nadine McCall, Administrative Assistant (minutes)

### Cllr Cameron Ramsay in the Chair

Agenda	Discussion	Action
1.	<p><b>Welcome/ Apologies/ Membership updates</b></p> <p>Apologies were received on behalf of Sarah Jane Ramsay, Billy McClean, Rachael Graham, Cllr Hunter, Steven Kelly, Vicky Campbell and Billy Cooper.</p>	
2.	<p><b>Declarations of Interest</b></p> <p>There were no declarations of interest to note.</p>	
3.	<p><b>Minute of Previous Meeting</b></p> <p>The minute of the meeting of the Performance &amp; Audit Committee held on 24<sup>th</sup> April 2024 were approved as an accurate record of the meeting.</p> <p>Jean Ford noted that her attendance had been inaccurately recorded in minute of the previous meeting. Minute to be updated.</p>	
4.	<p><b>Matters Arising/ Action Log</b></p> <p>N/A</p>	
<b>Performance:</b>		
5.	<p><b>Children's Health Care &amp; Justice 6 Monthly Performance Report</b></p> <p>M Inglis advised that the purpose of this report is to submit for consideration the Partnership Performance Report for Children's Health, Care and Justice, comprising of both baseline information and, where available, information for the period up to end of March 2024.</p> <p>M Inglis highlighted some key areas within the circulated report and recommended that the Performance and Audit Committee considers and notes the performance data within the Children's Health, Care and Justice 6 monthly Performance Report.</p> <p>G Hoey expressed that this is a very informative report which will assist him greatly as he begins to work on his Chief Social Work Officer's Report.</p>	

	<p><b>The committee noted the content and recommendation of the report.</b></p>	
<p><b>6.</b></p>	<p><b>South Ayrshire Learning Disability Strategy 2022 - 2027 - Progress report</b></p> <p>S Rae informed that the purpose of this report is to provide the Performance and Audit Committee with an update on the progress of the implementation plan and ongoing work towards the targets being met in relation to the Adult Learning Disability Strategy 2022-2027 as detailed in the HSCP Learning Disability Strategy 2022–2027 update that was circulated.</p> <p>S Rae informed that this was the third update report in relation to the Learning Disability Strategy.</p> <p>S Rae noted that there were 38 actions put in place in relation to the strategy, 30 of which have been completed within a 20-month period. S Rae advised that there are no stagnant actions, and that work is ongoing on all incomplete actions.</p> <p>S Rae gave an update on some areas of work that has been ongoing and informed that it is proposed that the committee considers the report and approves actions to date and advise, as necessary, on further information required to inform the committee.</p> <p>Cllr Dettbarn proposed a presentation to the Community Planning Partnership which would help increase opportunities for learning and employment, considering the range of partners that would be present.</p> <p>S Rae agreed that this would be useful.</p> <p>S Rae advised that it is recommendation the committee notes the progress in relation to the strategy, agree the reporting cycle to keep the Committee updated on progress made and agree the further consultation proposal of audit in relation to the significant progress of the strategy to date, to ensure robust self-evaluation of</p>	

	<p>progress and areas of further development.</p> <p><b>The committee noted the content of the report and agreed the recommendations.</b></p>	
7.	<p><b>Sexual Exploitation Strategy 2020 – 2025</b></p> <p>G Hoey advised that the purpose of this report is to update the committee on the proposal to review what was outstanding within the Sexual Exploitation Strategy and propose a way forward which is in line with National Child Protection Guidance.</p> <p>G Hoey recommended that the Performance and Audit Committee read the proposal and background information and endorse the proposal to review and update the Pan Ayrshire CSE toolkit in line with National Child Protection Guidance, South Ayrshire’s CSE training course, and incorporate definitions and signs of child criminal exploitation. G Hoey explained that it is recommended that these issues are re-framed within a contextual safeguarding approach.</p> <p>M Inglis stated that he feels there is a need to focus specifically and be clear about the work they are doing around the issue of sexual exploitation.</p> <p>Cllr Ramsay queried the issues and dangers around social media and how accessible this can often make children and young people.</p> <p>M Inglis explained that this is a growth area, and they are aware that there have been situations where children themselves have engaged with other children via sexting and other methods. M Inglis informed that South Ayrshire are well placed and connected to some of the national work ongoing around social media.</p> <p><b>The committee noted the content of the report and agreed the recommendations.</b></p>	
8.	<p><b>Adults Carers Strategy 2019 – 2024</b></p> <p>S Tyeson noted that due to unforeseen circumstances</p>	

	<p>there were no presenters for this agenda item available for today's meeting.</p> <p>S Tyeson advised that it is noted that the purpose of this report is to provide an update to the Performance and Audit Committee on the progress of the actions contained within the Adult Carers Strategy 2019-2024.</p> <p>S Tyeson informed that the circulated report and appendix which was produced through the Pentana performance monitoring system, provides a further update on each individual action item contained within the Implementation Plan.</p> <p>It is recommended that the Performance and Audit Committee note the progressed action plan and provide any comment in relation to the progress of the actions.</p> <p><b>The committee noted the content and recommendations of the report and welcomed a further update to a future Performance and Audit Committee meeting.</b></p>	
<p>9.</p>	<p><b>Unannounced Inspection of Cunningham Place Children's House – Improvements Update</b></p> <p>M Inglis advised that this report is to inform South Ayrshire Performance and Audit Committee what actions have been taken following the unannounced inspection by the Care Inspectorate on Cunninghame Place, one of South Ayrshire's Children's houses, and subsequent report.</p> <p>M Inglis explained that this inspection was carried out by one inspector from the Care Inspectorate with in-person visits taking place with feedback provided on 9<sup>th</sup> June 2023.</p> <p>M Inglis advised that the overall inspection assessed the house against the quality indicator; <b><i>"How well do we support children and young people's rights and wellbeing?"</i></b> The House's care against this indicator was <b><i>Adequate.</i></b></p>	

	<p>M Inglis emphasised that this is not the standard his service sets for themselves or are satisfied with and are keen to ensure this is not the rating given during any future inspection visits.</p> <p>M Inglis provided some background information which led to the scoring of “adequate” during this specific unannounced visit which was in relation to matching process and risk assessment.</p> <p>M Inglis informed that they have reinforced the fact that children must be matched to placements appropriately. M Inglis explained that there are robust processes in place for matching, however expressed that there will be occasions where emergency situations arise outwith their control, where children have to be placed in facilities, they have access to nearby.</p> <p>Both Children’s House managers are very clear in relation to the processes relating to consideration meetings and matching and reaffirmed it is consistently applied.</p> <p>M Inglis advised that they have delivered on actions from the Care Inspectorate and are confident they will receive a higher marking during any future announced or unannounced inspections.</p> <p><b>The committee noted the content of the report and acknowledged the recommendations.</b></p>	
<p>10.</p>	<p><b>South Ayrshire Health and Social Care Partnership - Strategy Review</b></p> <p>S Tyeson informed that a report was brought to the Performance and Audit Committee in February 2023 which detailed the intentions for the next year and advised that the purpose of this report is to provide members of the Performance and Audit Committee with a summary of the current strategies held within South Ayrshire Health and Social Care Partnership, those which are being refreshed this year and highlight those which are due to be refreshed in the coming year. Additionally, consideration is given to new areas for which the Partnership should look to be providing formal strategic</p>	

	<p>direction.</p> <p>R Hunter shared an overview of the strategies that are being worked on within the Partnership and advised that there are a number of existing strategies being refreshed as per their existing lifespan and provided an update on each of those (fully detailed within the circulated report).</p> <p>T Eltringham thanked R Hunter and colleagues for the work that has been undertaken and commended the significant progress that has been made in this area of work.</p> <p>Cllr Ramsay queried if there was an overlap between the Communications and Digital Strategies.</p> <p>S Tyeson explained that in terms of all of the strategies there is an overlap in some aspect within them all. S Tyeson advised that it will be a working progress to ensure that everything is cross referenced to minimise duplication.</p> <p><b>The committee noted the content of the report and recommendations.</b></p>	
<p><b>11.</b></p>	<p><b>IJB Internal Audit Plan 2024 – 2025</b></p> <p>C McGhee advised that the purpose of this report is to submit, for Performance and Audit Committee approval, the proposed IJB Internal Audit Plan for 2024-2025.</p> <p>C McGhee informed that as Chief Internal Auditor for South Ayrshire Council, she is also the Chief Internal Auditor for South Ayrshire Integration Joint Board. C McGhee explained that the time to complete the plan is allocated from the Council’s Internal Audit Plan which was approved on 20<sup>th</sup> March 2024 by South Ayrshire Council’s Auditing Committee.</p> <p>C McGhee explained that in line with previous years, the proposed plan is set out in Appendix 1 (circulated) and has been developed after considering the HSCP Risk Register, previous IJB work and consultation with T</p>	

	<p>Eltringham and the Directorate Management Team.</p> <p>C McGhee noted that it is recommended that the Performance and Audit Committee approves the IJB Internal Audit Plan for 2024 – 2025.</p> <p><b>The Committee noted the content of the report and approved the recommendation.</b></p>	
<p><b>12.</b></p>	<p><b>IJB Annual Internal Audit Report</b></p> <p>C McGhee informed that the purpose of this report is to provide the Performance and Audit Committee with the Internal Audit activity during 2023 - 2024, and to provide an independent opinion on the adequacy and effectiveness of the governance, risk management and internal control systems operating within the Integration Joint Board (IJB) for the year ended 31 March 2024.</p> <p>C McGhee advised that the annual report provides an overview of internal activity for 2023 - 2024 and the work completed for 2023 - 2024 was in accordance with 2023 - 2024 IJB Audit Plan approved in June 2023. C McGhee advised that there were two assignments in the plan which included a follow up review of Performance Monitoring and a review of Workforce Planning which have been completed.</p> <p>A copy of the full Internal Audit Report has been shared with all IJB Members and will be presented at IJB once agreed.</p> <p>C McGhee advised that it is recommended that the Performance and Audit Committee note the content of the report.</p> <p><b>The committee noted the content of the report.</b></p>	
<b>Items for noting:</b>		
<b>Any Other Business/ Actions for follow up to IJB</b>		



**Date of Next Meeting** – Tuesday 6<sup>th</sup> August 2024