

# Minute

## IJB Performance and Delivery Committee

**10.00am, Wednesday 30 November 2022**

Microsoft Teams

**Voting Members:**

Councillor Max Mitchell (Chair), Councillor Euan Davidson, George Gordon and Peter Knight.

**Non-Voting Members:** Helen Fitzgerald.

**In Attendance:**

Ian Brooke (EVOG)

Phillip Brown (Data Performance & Business Planning, CEC)

Sarah Bryson (Planning & Commissioning Officer, EHSCP)

Tony Duncan (Service Director Strategic Planning, EHSCP)

Helen Elder (Executive Management Support, EHSCP)

Susan McMillan (Performance and Evaluation Manager, EHSCP)

Katie McWilliam (Strategic Planning and Quality Manager, EHSCP)

Donna Rodger (Executive Assistant, CEC)

Moira Pringle (Chief Finance Officer, IJB)

Rhiannon Virgo (Senior Change & Delivery Officer, CEC)

Louise Williamson (Clerk, Committee Services, CEC)

**Apologies:**

Ruth Henderoy

Deborah Mackle (EHSCP Locality Manager, South West)

Mike Massaro-Mallinson (Service Director Operations, EHSCP)

## 1. Minutes

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The note of the Performance and Delivery Committee from 13 October 2022 was presented for approval of the recommendations, and any matters arising.

### Decision

To approve the recommendations in the note of meeting.

## 2. Annual Cycle of Business

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The Annual Cycle of Business updated to November 2023 was presented to Committee based on 8 meetings per year.

### Decision

To agree the updated annual cycle of business attached as an appendix.

(Reference – Annual Cycle of Business, submitted).

## 3. Rolling Actions Log

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The Rolling Actions Log updated to October 2022 was submitted.

Members were disappointed with the delay in reporting back on the Edinburgh Pact (Action 1) which was now expected to be submitted in March 2023.

Concerns were also raised on the progress being made with the recruitment and retention work being done with Capital City Partnership (Action 2) and asked that information on how the process for recruitment could be made quicker, be sent directly to members.

### Decision

To note the remaining outstanding actions.

(Reference – Rolling Actions Log, submitted).

## 4. Finance Update

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An update on the financial performance of delegated services for the first 6 months of the financial year was presented for noting.

Members questioned the LMP return which had been submitted to the Scottish Government and included costs across both health and Council services of £39m, including the estimated impact of implementing the recommendations in the Edinburgh Assistance Programme interim report.

Further, members questioned why a “moderate assurance” had been given for a break even position and noted that the figures used were for the first 6 months which was too early to raise the level.

### Decision

1) To note the financial position for delegated services to 30<sup>th</sup> September 2022.

- 2) To note the moderate assurance provided by the Chief Finance Officer of a break even position for 2022/23.
- 3) To note that a detailed breakdown of the £39m referred to in the LMP submission would be provided to members.

(Reference – Report by the Chief Finance Officer, EIJB, submitted)

## **5. Savings and Recovery Programme 2022/23 Update**

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An update on the position of the 2022-23 savings and recovery programme as of the end of September 2022 was presented for noting.

Members raised concerns about the delays in accessing community equipment. The Service had been experiencing resource challenges but it was agreed that more engagement needed to be carried out with external organisations who were keen to assist.

### **Decision**

To note the current position of the 2022/23 Savings and Recovery Programme.

(Reference – Report by the Chief Finance Officer, EIJB, submitted)

## **6. Performance Monitoring Framework**

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The final draft of a performance framework which set out the principles for monitoring performance as well as the structures and processes in place that allowed a high-performing organisation and ensured decisions were made based on evidence of performance was presented.

Members questioned the continuous consultation and engagement process and whether or not this was working. It was noted that improvements needed to be made before being able to reach everyone and although there was also a lot of data already available some of it might not always be recent or relevant. There were strong working relationships with all partners, although a communications plan was yet to be developed.

In trying to get a balance of the type of reporting the Committee would wish to see on the KPIs, officers agreed to look at redesigning the reporting cycle to quarterly and to hold further discussions on what exactly would be reported.

### **Decision**

To approve the draft Performance Framework attached in Appendix 1 to the report by the Service Director, Strategic Planning, to be communicated internally as well as published on the website to ensure transparency of performance processes.

(Reference – Report by the Service Director, Strategic Planning, EHSCP, submitted)

## **7. Equality Outcomes and Mainstreaming Progress Report**

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An update on progress in mainstreaming equality and in achieving the Equality Outcomes agreed by the EIJB in December 2019 was presented.

Members expressed concern about ongoing training in relation to LGBTQI and ensuring that the providers of older people's services made specific efforts to ensure that older LGBTQI people were recognised. Members agreed that a short report should be produced dealing with aspects of training for those working with older LGBTQI people.

Members also questioned the plans for a workforce that reflected the diversity of the people it served which included action on targeting staff training, the overlap between the EIJB and the EHSCP and whether or not specific training could become mandatory.

### **Decision**

- 1) Note and agree to publish the draft Equality Outcomes and Mainstreaming Progress Report, attached as Appendix 1 to the report by the Service Director, Strategic Planning.
- 2) To agree to a report which detailed aspects of training for those working with older LGBTQI people.

(Reference – Report by the Service Director, Strategic Planning, EHSCP, submitted)

## **8. Public Bodies Climate Change Return**

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Assurance was provided that the Public Bodies Climate Change return (attached as Appendix 1 to the report by the Service Director, Strategic Planning) fulfilled the requirements of the Climate Change Scotland Act. The return was to be submitted to Scottish Government by 30 November 2022.

### **Decision**

- 1) To note the assurance that the draft EIJB Public Bodies Climate Change Duties (PBCCD) return 2021/22, attached as Appendix to the report by the Service Director, Strategic Planning, fulfilled the requirements of the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020.
- 2) To submit the return to the Scottish Government by 30 November 2022.
- 3) To agree that the appointment of Climate Champions be raised at the full EIJB meeting.

(Reference – Report by the Service Director, Strategic Planning, EHSCP, submitted)

## **9. Urgent Business – Scottish Government Legislation – Annual Performance Reports**

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Officers indicated that the timescales for submitting performance reports to the Scottish Government was to revert back to pre-Covid timings which meant submission by 31 July. The Committee meeting cycle meant that there would be no meeting scheduled to enable consideration of the performance data before the submission date.

### **Decision**

To agree that officers look at options available that would allow the Committee to consider the performance reports before submission to the Scottish Government.

## **10. Date of Next Meeting**

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Wednesday, 1 February 2023.