

**PERFORMANCE & AUDIT COMMITTEE**

**Dean of Guild Court Room, City Chambers, Edinburgh, EH1 1YJ  
and via Microsoft Teams  
on Friday 7 June 2024  
1.00pm**

<b>PRESENT:</b>	<u>Name</u>	<u>Organisation Title</u>
	Councillor Imrie (Chair)	Midlothian Council
	Councillor Arthur	City of Edinburgh Council
	Councillor Glen	Fife Council
	Callum Hay	Non-Councillor Member
	Doreen Steele	Non-Councillor Member
	John Scott	Non-Councillor Member

<b>IN ATTENDANCE:</b>	<u>Name</u>	<u>Organisation Title</u>
	Brian Butler	SEStran
	Angela Chambers	SEStran
	Cameron Duck	SEStran
	Cheryl Fergie	SEStran
	Keith Fisker	SEStran
	Christopher Gardner	Audit Scotland
	Andrew Henderson (Clerk)	City of Edinburgh Council
	Sandra Lavergne	SEStran
	Rachel Mclean	City of Edinburgh Council
	Dheeraj Shekhar	City of Edinburgh Council

**Action by**

**A1. ORDER OF BUSINESS**

It was confirmed that there was no change to the order of business.

**A2. APOLOGIES**

Apologies were submitted on behalf of Councillor Law (Clackmannanshire Council), Councillor McMillan (East Lothian Council), Councillor Linehan (Borders Council) and Simon Hindshaw (Non-Councillor Member)

**A3. DECLARATION OF INTERESTS**

None.

**A4. MINUTES**

To approve the minute of the Performance and Audit Committee of 1 March 2024 as a correct record.

**A5. UNAUDITED ANNUAL ACCOUNTS 2023/24 AND TREASURY MANAGEMENT REPORT 2023/24**

The unaudited Annual Accounts for the year ended 31<sup>st</sup> March 2024 were presented along with the annual Treasury Management report for 2023/24.

**Decision**

- 1) To note the unaudited Annual Accounts for 2023/24 and refer the Unaudited Accounts to the Partnership Board for review;
- 2) To note the annual Treasury Management report for 2023/24; and
- 3) To note the audited Annual Accounts, incorporating the Auditor's report, will be presented to the Performance and Audit Committee and Partnership Board in due course.

(Reference – report by the Treasurer, submitted)

**A6. INTERNAL AUDIT ASSURANCE**

An update on the outcomes of the 2023/24 SEStran Internal Audit review of the Financial Sustainability was presented with progress of the completion of management actions agreed as part of 2022/23 audit being provided.

**Decision**

- 1) To note the progress with completion of management actions, agreed as part of 22/23 audit report; and
- 2) To note outcomes of the 2023/24 IA review of Financial Sustainability, and the associated risks.

(Reference – report by the Head of Internal Audit, City of Edinburgh Council, submitted)

**A7. RISK REGISTER**

An overview of the six-monthly update on SEStran's risk register was presented.

**Decision**

- 1) To note the content of the report and appendices, and;
- 2) To note that a final version of the Risk Register will be referred to the Partnership Board for noting

(Reference – report by the Business Manager, submitted)

**A8. SESTRAN BUSINESS PLAN 2024 TO 2025**

An update on the Committee on the Business Plan for the year April 2024 to March 2025 was provided,

It was highlighted that 3-year business plan format has been adjusted to a 1-year plan to accommodate the new People and Place planning and funding mechanisms.

**Decision**

- 1) To note the changes to reporting implemented after consultation with the working group; and
- 2) To note the Draft Business Plan shown in Appendix 1.

(Reference – report by the Senior Partnership Manager, submitted)

**A9. PROJECTS AND STRATEGY PERFORMANCE REPORT**

An update on the performance of the Partnership's strategy and project workstreams over the last quarter was presented.

**Decision**

- 1) To note the progress to date and discuss; and
- 2) To note the progress recorded in the past quarter, summarised in the attached Appendix

(Reference – report by the Programme Manager, submitted)

**A10. DATE OF NEXT MEETING**

Friday 13<sup>th</sup> September 2024