

**PERFORMANCE & AUDIT COMMITTEE**

**Dean of Guild Court Room, City Chambers, Edinburgh, EH1 1YJ  
and via Microsoft Teams  
on Friday 13 September 2024  
1.00pm**

<b>PRESENT:</b>	<u>Name</u>	<u>Organisation Title</u>
	Councillor Imrie (Chair)	Midlothian Council
	Councillor Glen	Fife Council
	Councillor Law	Clackmannanshire Council
	Councillor Linehan	Scottish Borders Council
	Councillor McMillan	East Lothian 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
	Cheryl Fergie	SEStran
	Keith Fisker	SEStran
	Christopher Gardner	Audit Scotland
	Sandra Lavergne	SEStran
	Jamie Macrae (Clerk)	City of Edinburgh Council
	Michael Melton	SEStran
	Iain Shaw	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 Pattle (West Lothian 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 7 June 2024 as a correct record, subject to the following correction: to note Iain Shaw was in attendance.

## **A5. FINANCE OFFICER'S REPORT**

The first update on the financial performance of the Partnership's Core and Projects budgets for 2024/25 was presented, in accordance with the Financial Regulations of the Partnership. This included an analysis of financial performance to the end of July 2024. The Partnership's Core and Projects budgets for 2024/25 were approved by the Partnership on 15th March 2024.

### **Decision**

- 1) To note that the forecast overspend on the Core revenue budget of £29,000, which was principally due to a reduction in Scottish Government grant funding, would be met by a drawdown from the Partnership's unallocated reserve
- 2) To note that expenditure was forecast to be within budget for Projects
- 3) To note the proposed re-alignment of the Projects 2024/25 budget, subject to the conclusion of the 2023/24 external audit.
- 4) To note that finance officers across the constituent local authorities would write to the Finance Minister to highlight issues with late audits.

(Reference – report by the Treasurer, submitted)

## **A6. ANNUAL REPORT & BUSINESS PLAN**

An update on the annual report and business plan was presented to Committee. Officers are developing the draft Business Plan, and will continue to engage with the Performance and Audit Committee before submitting a final version in February 2025.

The Annual Report is also being developed and will be submitted to the Board in March 2025 for approval.

### **Decision**

To note the update.

## **A7. PROJECTS AND STRATEGY PERFORMANCE**

An update was provided on the performance of the Partnership's strategy and project workstreams over the last quarter. The Committee discussed and reviewed each of the projects summarised in the report by the Programme Manager.

### **Decision**

- 1) To note progress recorded by project in the past quarter
- 2) To note that officers would speak to Scottish Borders Council about the work being done in Hawick on e-bikes
- 3) To note that officers would speak to stakeholders at East Lothian Community Hospital about issues with the car park being used as a park and ride.

(Reference – report by the Programme Manager, submitted)

## **A8. DATE OF NEXT MEETING**

Friday 22<sup>nd</sup> November 2024