Fife Health & Social Care Partnership

Supporting the people of Fife together

MINUTE OF THE FINANCE, PERFORMANCE & SCRUTINY COMMITTEE WEDNESDAY 17TH SEPTEMBER 2025 AT 10.00 AM VIA MICROSOFT TEAMS

Present:	Cllr David Alexander (Chair) John Kemp, NHS Non-Executive Board Member Cllr Dave Dempsey
Attending:	Lynne Garvey, Director of Health & Social Care Audrey Valente, Chief Finance Officer Vanessa Salmond, Head of Corporate Services Chris Conroy, Head of Community Care Karen Marwick, Head of Complex & Critical Care *In attendance*: Tracy Hogg, Finance Manager HSCP Roy Lawrence, Head of Culture, Engagement & Communities William Penrice, Service Manager Gillian Muir, Management Support Officer (Minutes)
Apologies for Absence:	Lisa Cooper, Head of Primary & Preventative Care

No.	Item	ACTION
1.	**WELCOME AND APOLOGIES** David Alexander welcomed everyone to the meeting. Apologies were noted as above, and all were reminded of meeting protocols. Those present were asked that, in an effort to keep to timings, all questions and responses should be as succinct as possible. Members were advised that a recording pen would be in use during the meeting to assist with minute taking. Chair noted that there were now only three members of the Finance, Performance and Scrutiny Committee with only one NHS Fife Non-Executive Board member. Officers advised they were in dialogue with NHS Fife following the recent recruitment of two NHS Fife Non-Executive Board Members to the NHS Board and an up-date would be provided as soon as possible.	

2.	**DECLARATIONS OF INTEREST** No declarations of interest were noted.	
3.	**MINUTE OF PREVIOUS MEETING – 16TH JULY 2025** The minutes of the last meeting were agreed as an accurate record of discussion.	
4.	**MATTERS ARISING / ACTION LOG** The action log was reviewed. All actions noted have been actioned and are either complete or in progress.	
5.	**FINANCE**	
5.1	**Finance Update** The Committee considered a report presented by Tracy Hogg, Finance Manager detailing the projected outturn position as at 31st July 2025 of the delegated and managed services noting the forecast was currently projecting an overspend of £5.477m, a movement of £257k from the previously reported month two position. Tracy Hogg drew Committee's attention to the key areas of overspend these being Primary Medical Services, Service Level Agreements, Mental Health, Care at Home internal, Older People Residential, Inflation for Adults Nursing and projected non achievement of full delivery of savings in current year which are offset by underspends in Supported Living and Community Support, Learning Disabilities, Primary and Preventive Care, Reduction in expenditure and use of reserves available. It was noted that although the overall movement from the May position was not significant (£0.257m) there had been various favourable and adverse movements over this time as detailed on page 24 of the papers. Committee noted the savings approved by the IJB for 2025-26 total £29m, £24m are currently on track to be delivered which equates to 82% delivery. Committee's attention was drawn to appendix 3 where further detail of savings is shown and includes additional narrative captured through the PRU process to provide assurance to Committee in relation to progress. Committee also noted reserves brought forward to April 2025 were £1.712m, as part of the updated budget direction presented at month two, £0.782m was transferred to reserves available for use increasing the balance held to £2.494m. There continues to be continued close monitoring of the projected outturn position and Officers will ensure robust scrutiny of any spend throughout the financial year to ensure effective financial management of the resources available to the Integration Joint Board. Delivery of savings is a key priority, and these will also continue to be monitored and scrutinised.	

	Tracy Hogg also highlighted early indication from the August position suggests that there will be an increased overspend on SLAs and Out of Fife Placements due to increases in rates backdated to April and an update of tariff claw back within prescribing. These early indications suggest a worsening of the position by some £2m. The discussion was opened to Committee members and considerable discussion was had around the budget and financial position. Questions raised included a query with regards to the portfolio tables within the report and how these relate to the more detailed tables within the report; what is driving the more significant percentage increases within the smaller budgets; in relation to the £5m projected overspend what is the level of confidence that can be addressed within the year and will those savings be visible to this Committee and Integration Joint Board? <u>Decision</u> The Committee 1. Noted the content of the report including the overall projected financial position for delegated services for 2025-26 financial year as at 31st July 2025 as outlined in appendices 1-4 of the report. 2. Noted steps continue to be taken by officers to consider options and opportunities to improve the financial position during the remainder of 2025-26. 3. Noted the onward submission to the Integration Joint Board of the financial monitoring position as at July 2025 and the onward submission of the direction to NHS Fife for approval by the Integration Joint Board.	
6.	**PERFORMANCE**	
6.1	**Performance Report** The Committee considered a report presented by William Penrice for discussion and assurance. Committee noted the new format and approach to performance reporting, which aligns with the refreshed structure of SLT and is specifically designed to focus more closely on improvement and identifying areas which require support. Committee also noted the scope of the indicators had been increased and services were now being asked to give assurance to SLT on how the indicator performance will be improved or maintained as appropriate. William Penrice highlighted that on this occasion, detailed information for each indicator had not been incorporated into the report which would normally provide the narratives from services and the SMART Objectives for improvement, therefore only a partial view of what is intended has been reported. Work is currently on-going to improve the quality of the narrative, and the intent would be to bring a fuller version of the Performance Report to a future Committee.	

	Committee were asked to note that the RAG status does not automatically reflect a declining trend as a red rating. Instead, it is determined by multiple factors including performance targets, benchmarking data and the level of assurance provided. Further detail will be included in the full report. The discussion was opened to Committee members who welcomed the introduction of the revised format and approach and provided additional comments and feedback on the report which Officers will incorporate into the final version of the report submission to the Integration Joint Board for approval. No further questions were raised. <u>Decision</u> The Committee 1. Noted progress being made. 2. Discussed potential improvements to the reporting format. 3. Discussed for assurance and onward submission to the Integrated Joint Board.	
6.2	**Monitoring Progress of Directions** The Committee considered a report presented by Vanessa Salmond, Head of Corporate Services for assurance and decision, providing an overview of the current status of both NHS Fife and Fife Council Integration Joint Board Directions pertaining to both 2024-25 and 2025-26 fiscal years. Committee noted that as at September 2025, the remaining open Directions for the 2024-25 fiscal year were due to be closed following agreement of the annual accounts at the Integration Joint Board meeting on 29th September 2025. For the 2025-26 fiscal year, a total of eight Directions have been issued thus far, two are closed as they have been superseded, a further two have been closed as fully delivered and four remain open. Committee noted that assurance can be provided to the Integration Joint Boad that the necessary actions as required within the Integration Scheme are being followed and are being monitored. The discussion was opened to Committee members who provided their comments and feedback. Questions raised included a query with regards to Direction 2025.007 and whether this should be noted as closed. Officers provided an explanation and confirmed the direction was closed as all transactions in relation to this had taken place. <u>Decision</u> The Committee: 1. Noted the current status of the open Directions as per Appendix 1. 2. Took assurance that appropriate governance arrangements are being advanced as per the requirements of the Integration Scheme.	

	3. Supported the onward submission of the progress report to the Integration Joint Board.	
7.	**STRATEGIES**	
7.1	**Carers Strategy** The Committee considered a report presented by Roy Lawrence, Head of Culture, Engagement & Communities for assurance that the Partnership continues to meet its statutory duties under the Carers Scotland Act 2016 and is making meaningful progress against the five agreed outcomes of the Carers Strategy for Fife 2023-26 which was endorsed by the IJB 2023. Committee noted that the five agreed outcomes remain central to the Partnerships approach and will be key to the strategy going forward which is due to be refreshed next year. Committee also noted that support for carers is delivered through a tiered model of self-help guided universal support and targeted assistance for unmet eligible needs and were provided with a sample of the outcomes achieved within the last year for carers. Roy Lawrence also and drew Committee’s attention to a range of changes and improvements which the Partnership had taken to improve the workforce experience and support their skill and knowledge development during 2024-25. Roy Lawrence also highlighted that commissioning with Voluntary Organisations had been in place since 2017, however during October - December 2025 contract reviews with all 18 organisations would be taking place to ensure each organisation still aligns with carer priorities, provides best value and are delivering on what they agreed. This process will create an evidence base as to how the Partnership contracts for carers in 2026 onwards. Committee noted that the report confirms compliance with legal duties, highlights strong partnership working and outlines clear commitment to continuous improvement and were asked to take assurance that the Partnership is delivering an impactful person centred support to carers and is well positioned to respond to future legislative changes especially the forthcoming Carer Reform Scotland Act 2025 which will have significant impact on the world of carers and partnerships requirements. The discussion was opened to Committee members who thanked Officers for the very useful and detailed report. Comments and feedback were provided and Officers were asked to be mindful with regards to savings for respite which has an impact on carers and is an area of good value for the Partnership but presents costs elsewhere which need to be borne in mind. No further questions were raised. <u>Decision</u>	

	The Committee: 1. Took assurance that the work set out to be delivered in support of the Carers Strategy has had a significant positive impact for carers in Fife and that the HSCP continues to evaluate, improve and innovate with partners to deliver high quality support for carers.	
8.	**ITEMS FOR HIGHLIGHTING** David Alexander confirmed with the Committee that there were no issues requiring to be highlighted at the Integration Joint Board on 29th September 2025.	
9.	**AOCB** David Alexander, on behalf of the Committee, extended a sincere thank you to Audrey Valente for her outstanding service and dedication in guiding the Committee through the financial complexities and ensuring robust financial leadership across the Partnership and wished her well in her retirement.	
10.	**DATE OF NEXT MEETING** • Wednesday 12th November 2025 at 2.00 pm via MS Teams	