

WEST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP BOARD AUDIT COMMITTEE

At a Meeting of the West Dunbartonshire Health and Social Care Partnership Board Audit Committee held in Committee Room 3, Council Offices, Garshake Road, Dumbarton on Wednesday, 23 March 2016 at 10.00 a.m.

Present: Ros Micklem (Chair), Martin Rooney, Heather Cameron and Allan Macleod.

Attending: *Keith Redpath, Chief Officer; Jeanne Middleton, Chief Financial Officer; Soumen Sengupta, Head of Strategy, Planning and Health Improvement; John Russell, Head of Mental Health, Learning Disability & Addictions; Colin McDougall, Chief Internal Auditor; Mr David McConnell, Assistant Director; Peter Lindsay, Senior Audit Manager (Audit Scotland); Karen Cotterell, Senior Auditor (Audit Scotland) and Nuala Borthwick, Committee Officer (West Dunbartonshire Council).

* Arrived later in the meeting.

Also Attending: Non-Voting Member of the Partnership Board – Barbara Barnes.

Apology: An apology for absence was intimated on behalf of Gail Casey.

Ros Micklem in the Chair

WELCOME AND INTRODUCTIONS

The Chair welcomed everyone present to the meeting of the West Dunbartonshire Health and Social Care Partnership Board Audit Committee and thereafter introductions were made around the table.

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the West Dunbartonshire Health and Social Care Partnership Board Audit Committee held on 13 January 2016 were submitted and approved as a correct record.

The Chair referred to the rolling action list issued to members and it was noted that completed actions would be included on the list for one meeting following completion after which they would be removed.

EQUALITY ACT 2010 MAINSTREAMING REPORT

A report was submitted by the Head of Strategy, Planning and Health Improvement presenting the Mainstreaming Report prepared with respect to the obligations placed on Integrated Joint Boards by the Equality Act 2010 and the statutory requirement on all IJBs to publicly publish such a document by 30 April 2016.

After discussion and having heard the Head of Strategy, Planning and Health Improvement in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to endorse the Mainstreaming Report, and the equality outcome measures set out within it;
- (2) to confirm that the Head of Strategy, Planning & Health Improvement should make the report publicly accessible ahead of the statutory requirement publication deadline of 30 April 2016; and
- (3) that a report on the range of vulnerable and socio-economic groups as well as protected characteristics be provided to the next meeting of the Audit Committee to enable members to consider marginalised groups other than those required by the Equality Act 2010.

LOCAL GOVERNMENT BENCHMARKING FRAMEWORK 2014/15

A report was submitted by the Head of Strategy, Planning and Health Improvement providing information on the recently published Local Government Benchmarking Overview report for 2014/15 and the social care indicators within it.

After discussion and having heard the Head of Strategy, Planning and Health Improvement in further explanation of the report and in answer to Members' questions, the Committee agreed to note the publication of the national overview report, and specifically the indicators concerned with social care services.

Note:- Keith Redpath entered the meeting during consideration of the above item.

NATIONAL CARE STANDARDS – OVERARCHING PRINCIPLES

A report was submitted by the Head of Strategy, Planning and Health Improvement providing information on the recently published overarching principles for new national care standards.

After discussion and having heard the Head of Strategy, Planning and Health Improvement in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the overarching principles for the anticipated new national care standards;
- (2) to note the timetable for completion of the new national care standards by the Care Inspectorate and Healthcare Improvement Scotland; and
- (3) that a Partnership response to the proposed consultation on the National Care Standards Review Development Group's work to develop a set of general and specialist standards linked to the principles would be submitted to a future meeting of the Partnership Board and/or Audit Committee depending on the timing of the 12 week consultation.

CARE INSPECTORATE REPORTS FOR OLDER PEOPLE'S CARE HOMES OPERATED BY INDEPENDENT SECTOR IN WEST DUNBARTONSHIRE

A report was submitted by the Head of Strategy, Planning and Health Improvement providing a routine update on the most recent Care Inspectorate assessments for three independent sector residential older peoples' Care Homes located within West Dunbartonshire.

After discussion and having heard the Head of Strategy, Planning & Health Improvement in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the assurance given by the Chief Officer that at any point in future, should swift action require to be taken by officers in relation to the quality of care and support provided at any of the independent care homes, this would be communicated to members of the Board by way of a briefing note at the earliest opportunity; and
- (2) to otherwise note the content of the report.

CARE INSPECTORATE REPORTS FOR SUPPORT SERVICES OPERATED BY INDEPENDENT SECTOR IN WEST DUNBARTONSHIRE

A report was submitted by the Head of Strategy, Planning and Health Improvement providing a routine update on the most recent Care Inspectorate assessments for four independent sector support services operating within the West Dunbartonshire area.

After discussion and having heard the Head of Strategy, Planning and Health Improvement in further explanation of the report and in answer to Members' questions, the Committee agreed to note the content of the report.

CARE INSPECTORATE REPORTS FOR SUPPORT SERVICES MANAGED BY WEST DUNBARTONSHIRE HEALTH AND SOCIAL CARE PARTNERSHIP

A report was submitted by Head of Mental Health, Learning Disability & Addictions providing information regarding the most recent inspection report for the West Dunbartonshire Health and Social Care Partnership's Learning Disability Service.

After discussion and having heard the Head of Mental Health, Learning Disability and Addictions in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to congratulate the staff from the Learning Disability Service in achieving grades of a consistently high level;
- (2) to note the content of the report and the work undertaken to ensure grades awarded reflected the quality levels expected; and
- (3) to otherwise note the contents of the report.

AUDIT ACTION PLANS 2015/16

A report was submitted by the Chief Financial Officer advising of action plans issued by West Dunbartonshire Council's Internal Audit Service during 2015/16 in relation to social care activities and any relevant reports issued by NHS Greater Glasgow and Clyde's Internal Auditors.

After discussion and having heard the Chief Financial Officer and the Chief Internal Auditor in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the cohesive approach required to manage the transitional arrangements to ensure the governance arrangements are robust; and
- (2) to otherwise note the contents of the report.

INTERNAL AUDIT PLAN 2016/17 – PROGRESS REPORT

A report was submitted by the Chief Financial Officer advising on progress in developing the planned programme of audit work for the year 2016/17.

After discussion and having heard the Chief Financial Officer and the Chief Internal Auditor in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note that the Audit Plan had been compiled using a risk based approach through a review of the Audit Universe which includes all significant activities and systems that contribute to the achievement of the Partnership's strategic priorities and objectives; and
- (2) to note progress made in developing the Audit Plan for 2016/17.

AUDIT SCOTLAND: WEST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP BOARD ANNUAL AUDIT PLAN 2015/16

A report was submitted by the Chief Financial Officer seeking views on the 2015/16 Audit Scotland Annual Audit Plan prior to it being finalised.

After discussion and having heard the Assistant Director, Audit Scotland, the Chief Officer and Chief Financial Officer in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the audit work proposed to be undertaken by Audit Scotland in 2015/16; and
- (2) to note the draft annual audit plan focussed on the identification and assessment of any potential areas at risk of material misstatement in West Dunbartonshire Health & Social Care Partnership Board's financial statements.

AUDIT SCOTLAND REPORT ON CHANGING MODELS OF HEALTH AND SOCIAL CARE

A report was submitted by the Head of Strategy, Planning and Health Improvement providing information on the recently published Audit Scotland report on Changing Models of Health and Social Care.

After discussion and having heard the Assistant Director, Audit Scotland, the Chief Officer and Head of Strategy, Planning and Health Improvement in further explanation of the report and in answer to Members' questions, the Committee agreed to note the findings of the Audit Scotland report.

2016/17 ANNUAL REVENUE BUDGET UPDATE

A report was submitted by the Chief Financial Officer providing an update on the budget available to the Health & Social Care Partnership Board for 2016/17 from NHS Greater Glasgow & Clyde and West Dunbartonshire Council.

After discussion and having heard the Chief Financial Officer in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the Council approved budget position for 2016/17;
- (2) to note the NHS Greater Glasgow & Clyde 2016/17 Financial Planning report for update on the Health & Social Care Partnership budget for 2016/17;
- (3) to note the terms of the Scottish Government Directorate for Health Finance letter reporting Financial Resources for Integration Authorities confirming that, as part of setting allocations for delegated health services for 2016/17, Health Boards are required to delegate the full £250 million included in initial budget allocations to their Integration Authorities;
- (4) to note that the updated NHS GG&C 2016/17 Financial Planning position is subject to amendment as assumptions continue to be clarified and revised between now and the meeting of the NHS GG&C Health Board in June 2016;
- (5) to note the overall HSCP 2016/17 budget position update; and
- (6) to note that the 2016/17 Health & Social Care interim budget will be submitted to the Partnership Board for approval at its meeting on 25 May 2016.

ANY OTHER COMPETENT BUSINESS – EMPLOYEE RECOGNITION AWARDS 2015/16

The Chief Officer advised that the Council's Annual Employee Recognition Awards Ceremony had been held on 22 March 2016 and that the employees and teams from the Health & Social Care Partnership had won five of the seven awards on offer.

Following discussion, it was agreed that the Chief Officer would write out to the deserving winning employees/teams offering the Partnership's congratulations for their excellent work. It was also agreed that the achievement video played at the Awards Ceremony would be shared with members of the Partnership.

VALEDICTORY FOR THE CHAIR – ROS MICKLEM

The Chief Officer advised the Committee that this would be the last meeting of the Audit Committee that the Chair, Ros Micklem, would attend given that her term of office as a member of the Greater Glasgow & Clyde Health Board would end on 31 May 2016.

Mr Redpath acknowledged Ms Micklem's work and commitment during her time as Vice Chair of the West Dunbartonshire Health & Social Care Partnership Board and as Chair of the West Dunbartonshire Health & Social Care Partnership Audit Committee both in shadow arrangements and since the inception of the full Partnership Board. On behalf of the Committee, Mr Redpath wished Ms Micklem well in her future endeavours.

The meeting closed at 12.15 p.m.