

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, 14 September 2016 at 10.00 a.m.

Present: Allan MacLeod (Chair), Heather Cameron, Jonathan McColl and Martin Rooney.

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; Allan White, Senior Social Worker, Children's Services; Yvonne Lappin, Senior Principal Officer, Fostering & Adoption; Janice Miller, MSK Physiotherapy Manager; David McConnell, Assistant Director; Peter Lindsay, Senior Audit Manager; Laurence Slavin, Senior Auditor, Audit Scotland; and Nuala Borthwick, Committee Officer (West Dunbartonshire Council).

Apologies: Apologies for absence were intimated on behalf of Gail Casey and Rona Sweeney.

Allan MacLeod in the Chair

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 15 June 2016 were submitted and approved as a correct record.

COMMITTEE ACTION LIST

A note of the Audit Committee's Action List was submitted for consideration and comment.

Having heard relevant officers in answer to questions from Members, it was agreed:-

- (1) that in relation to Action 1, it was anticipated that the Chief Financial Officer and the Chief Internal Auditor would be in a position to report on any additional cost implications associated with the system of internal financial control within a 3 month period;
- (2) that Action 3 in relation to action plans submitted to the Care Inspectorate appeared to be in operation and was now a completed action;
- (3) that Action 4 relating to Members expenses was now a completed action;
- (4) that in relation to Action 9, the Head of Strategy, Planning & Health Improvement would provide a report to a future meeting of the Audit Committee with suggestions on responding to the consultation;
- (5) that Actions 8 and 10 would be merged into one action and a report on health inequalities amongst different socio-economic groups would be submitted to the 7 December 2016 meeting of the Audit Committee; and
- (6) that Action 12 relating to Audit Accounts was now a completed action.

AUDIT SCOTLAND - 2015/16 DRAFT ANNUAL AUDIT REPORT

A report was submitted by the Chief Financial Officer presenting the Annual Report and Auditor's letter for the financial period ended 31 March 2016 prepared by the Health & Social Care Partnership Board's external auditors, Audit Scotland on the above.

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

- (1) to note the contents of the Draft 2015/16 Annual Audit Report for members of West Dunbartonshire Health & Social Care Partnership Board and the Controller of Audit for the Financial Year ending 31 March 2016;
- (2) to welcome the achievement of a qualification free first set of Health & Social Care Partnership Board accounts;
- (3) to note the issues raised in the appendices to the report relating to the 2015/16 Audited Annual Accounts;
- (4) to authorise the Chair, Chief Officer and Chief Financial Officer to accept and sign the final 2015/16 Accounts on behalf of the Health & Social Care Partnership Board; and
- (5) to pass on its congratulations and appreciation to the Chief Financial Officer for the deliverance of a positive and high quality accounts closure process.

AUDITED ANNUAL ACCOUNTS 2015/16

A report was submitted by the Chief Financial Officer presenting the audited Annual Accounts for the year ended 31 March 2016 and highlighting matters of interest as delegated by the Health & Social Care Partnership Board on 15 June 2016.

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 approve the Audited Annual Accounts for 2015/16;
- (2) to note that some minor presentational amendments would be made to the report prior to signing of the annual accounts;
- (3) to acknowledge the assistance provided by Audit Scotland in finalising the Partnership Board's Audited Annual Accounts; and
- (4) to otherwise note the contents of the report.

DRAFT STRATEGIC RISK REGISTER

A report was submitted by the Head of Strategy, Planning & Health Improvement presenting the updated Strategic Risk Register in draft for the Health & Social Care Partnership.

After discussion and having heard the Chief Officer and 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 suggested revisions in relation to the efficiency and effectiveness of action movements in the updated draft Strategic Risk Register; and
- (2) subject to consultation with the Chair of the Audit Committee on revisions, the updated draft Strategic Risk Register be submitted for onward recommendation to the West Dunbartonshire Health & Social Care Partnership Board at its meeting on 16 November 2016.

CARE INSPECTORATE REPORTS FOR CHILDREN & YOUNG PEOPLE'S SERVICES OPERATED BY WEST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP

A report was submitted by the Head of Children's Health, Care and Criminal Justice providing the most recent inspection reports for the Council's Throughcare, Fostering and Adoption Services for Children and Young People.

After discussion and having heard the Senior Social Worker, Children's Services and the Assistant Principal Officer, Fostering and Adoption Services in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the work undertaken to ensure grades awarded reflect the quality levels expected by the Council; and
- (2) otherwise to note the content of the report.

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

A report was submitted by the Head of Strategy, Planning & Health Improvement providing a routine update on the most recent Care Inspectorate assessment for one independent sector residential older peoples' Care Home located in West Dunbartonshire.

The Committee agreed to note the content of the report.

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

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

After discussion and having heard the Chief Officer in further explanation of the report and in answer to Members' questions, the Committee agreed to note the content of the report.

CARE INSPECTORATE REPORT FOR OLDER PEOPLE'S RESIDENTIAL CARE SERVICES OPERATED BY WEST DUNBARTONSHIRE COUNCIL

A report was submitted by the Head of Community Health & Care providing information on the most recent inspection reports for one of the Council's Older People's Residential Care Home Services.

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

- (1) that the Chair, on behalf of the Committee, would write to the staff at Boquhanran House to recognise their achievement in sustaining grade 4 for 'environment'; and
- (2) to note the content of the report.

INTERNAL AUDIT UPDATE

The Chief Internal Auditor provided a verbal update on internal audit for the Partnership Board.

Having heard the Chief Internal Auditor, it was noted:-

- (1) that all actions for 2015/16 had been implemented by management;
- (2) that there were currently four systems audits planned for the Partnership; one on homecare with the other three to commence in due course; and
- (3) that the areas of governance, performance and financial management will be reviewed over the remainder of the year; and
- (4) that in the future, the Chief Internal Auditor will provide the Audit Committee with written reports as part of the meeting's papers.

LOCAL GOVERNMENT AUDITS - INTRODUCTION TO AUDIT SCOTLAND: WEST DUNBARTONSHIRE INTEGRATION JOINT BOARD

A report was submitted by Audit Scotland providing information on the senior audit team appointed to West Dunbartonshire Health & Social Care Partnership.

After discussion and having heard both the Senior Audit Manager and Senior Auditor, Audit Scotland in further explanation of the report and in answer to Members' questions, the Committee agreed to note the appointments to the new senior audit team for West Dunbartonshire Health & Social Care Partnership for the five year audit appointment term, with the local audit team led by Carol Hislop, Senior Audit Manager.

EXCLUSION OF PRESS AND PUBLIC

The Committee was asked to approve the undernoted Resolution:-

"In terms of Section 50 (A) of the Local Government (Scotland) Act, 1973 that the press and public be excluded from the remainder of the meeting as the following item of business involves the likely disclosure of exempt information as defined in Paragraph 11 of Part 1 of Schedule 7A to the Act."

2016/17 HEALTH CARE SAVINGS OPTIONS

A report was submitted by the Chief Financial Officer providing an update on the 2016/17 Health Care Savings options.

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

- (1) to note the terms of the discussion in relation to initial savings options to restore financial budget balance to the Health budget in 2016/17;
- (2) to note the Health Board has identified that an element of non-recurring relief is potentially available to offset the in year shortfall against savings targets and that discussions are underway to determine how non-recurring funding will be allocated to Partnerships within this financial year;
- (3) to note that the NHS Board will consider the savings options from all parts of the NHS system during October 2016; and
- (4) that a further update report would be presented to the Health & Social Care Partnership Board at its next meeting on 16 November 2016.

VALEDICTORIES

Jeanne Middleton, Chief Financial Officer

The Chair, Mr MacLeod advised that that this would be the last meeting of the Audit Committee that Jeanne Middleton would attend as she was retiring from service with the Health & Social Care Partnership in October 2016.

On behalf of the Committee, Mr MacLeod thanked Mrs Middleton for her professional support and for the sterling work undertaken to set up the financial systems required of the Partnership Board.

John Russell, Head of Mental Health, Learning Disability & Addictions

Mr Redpath informed the Committee that Mr John Russell would also be retiring from service with the Health & Social Care Partnership at the beginning of October 2016 and thereafter the Committee noted their appreciation of Mr Russell's 8 years of service in West Dunbartonshire and wished him well in his retirement.

The Meeting closed at 12.15 p.m.