

**WEST DUNBARTONSHIRE HEALTH AND SOCIAL CARE
PARTNERSHIP BOARD AUDIT COMMITTEE**

At a Meeting of the West Dunbartonshire Health and Social Care Partnership Board Audit Committee held in Council Chamber, Clydebank Town Hall, Dumbarton Road, Clydebank, on Wednesday 20 September 2017 at 2.00 p.m.

Present: Allan MacLeod (Chair), Councillor Marie McNair (Vice Chair), Baillie Denis Agnew; Councillor John Mooney and Rona Sweeney.

Attending: Beth Culshaw, Chief Officer of the Health & Social Care Partnership; Julie Slavin, Chief Financial Officer; Jackie Irvine, Head of Children's Health, Care and Criminal Justice Services; Soumen Sengupta, Head of Strategy, Planning and Health Improvement; Colin McDougall, Chief Internal Auditor; Serena Barnatt, Head of People and Change; Peter Lindsay, Senior Audit Manager; Zahrah Mahmood, Senior Auditor and Zoe Maguire, Auditor (Audit Scotland); and Nuala Borthwick, Committee Officer (West Dunbartonshire Council).

Apologies: An apology for absence was intimated on behalf of Audrey Thompson.

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 at this point in the meeting.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Health and Social Care Partnership Audit Committee held on 22 June 2017 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 the Chair and the Chief Finance Officer in elaboration of the Action List, the Committee agreed to note the actions contained therein.

LOCAL CODE OF GOOD GOVERNANCE REVIEW

A report was submitted by the Chief Financial Officer advising of the outcome of the annual self-evaluation undertaken of the Health & Social Care Partnership's compliance with its Code of Good Governance.

After discussion and having heard 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 summary outcome of the recent self-evaluation process undertaken considering how the HSCP Board meets the approved Local Code of Good Governance;
- (2) to approve the improvement actions identified to strengthen compliance with the adopted Governance Framework principles;
- (3) that an additional column be added to the Annual Review of Code of Good Governance – Summary, detailed within Appendix 2 of the report, to include the total number of criteria per subsection for future reporting; and
- (4) to note that the Chief Officer would consider an external annual evaluation with participation from Board Members in future years.

KEY SOURCES OF ASSURANCE FOR INTERNAL AUDIT ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2017

A report was submitted by the Chief Internal Auditor presenting two key sources of assurance, from the Health and Social Care Partnership's partner organisations, that informed the Chief Internal Auditor's Annual Report for 2016/2017 for the Health and Social Care Partnership Board and supported the Governance Statement included in the 2016/17 Annual Accounts.

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

- (1) to propose to NHS Greater Glasgow and Clyde that a clause relating to information sharing be written into future procurement agreements with providers of audit services; and
- (2) to note the contents of the report.

AUDIT SCOTLAND: WEST DUNBARTONSHIRE INTEGRATED JOINT BOARD - DRAFT ANNUAL AUDIT REPORT 2016/17

A report was submitted by the Chief Financial Officer presenting the Annual Audit Report and Auditor's letter, for the audit of the financial year 2016/17, as prepared by the Health and Social Care Partnership Board's external auditors, Audit Scotland.

After discussion and having heard the Chief Financial Officer and 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 Annual Audit Report to the Integrated Joint Board and the Controller of Audit for the financial year ended 31 March 2017;
- (2) to welcome the achievement of an unqualified report covering the HSCP Board's first full financial year;
- (3) to note the issues raised, recommendations and agreed management actions contained within the appendices to the report relating to the audited Annual Accounts;
- (4) that authority be delegated to the Chair of the HSCP Board, the Chief Officer and Chief Financial Officer to accept and sign the final 2016/17 Annual Accounts on behalf of the Partnership Board; and
- (5) to thank the Chief Financial Officer, her team and the team from Audit Scotland for their hard work in delivering the 2016/17 accounts closure process.

AUDITED ANNUAL ACCOUNTS 2016/17

A report was submitted by the Chief Financial Officer presenting the audited Annual Accounts for the year ended 31 March 2017 as delegated by the HSCP Board on 23 August 2017 and highlighting matters of interest.

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 2016/17;
- (2) to acknowledge the work of the Chief Financial Officer and assistance from Audit Scotland in finalising the Partnership Board's Audited Annual Accounts; and
- (3) to note the contents of the report.

Note:- Peter Lindsay and Zahrah Mahmood, Audit Scotland left at this point in the meeting.

AUDIT PLAN PROGRESS REPORT

A report was submitted by the Chief Internal Auditor providing an update:-

- (1) on the planned programme of audit work for the year 2017/18 in terms of the internal audit work undertaken at West Dunbartonshire Council and NHS Greater Glasgow and Clyde that may have an impact upon the West Dunbartonshire Health and Social Care Partnership Board; and
- (2) on the agreed actions of the audit of the Partnership Board's Governance, Performance and Financial Management arrangements.

After discussion and having heard the Chief Internal Auditor in further explanation of the report and in answer to Members' questions, the Committee agreed to note the progress made in relation to the Audit Plan for 2017/18.

Note:- Rona Sweeney left the meeting during discussion of the above item of business.

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 & Health Improvement providing routine updates on the most recent Care Inspectorate assessments for one independent sector residential older peoples' Care Home 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 to note the contents of the report.

Note:- Rona Sweeney returned to the meeting during consideration of the above item of business.

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 assessments for five independent sector support services operated within the West Dunbartonshire area.

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

- (1) to note with slight concern the Care Inspectorate rankings for both Dunn Street Respite Service and Sense Scotland Supported Living Glasgow 1 Service with one remaining unchanged in a number of years and the other showing a consistent fall in grades;
- (2) that a report would be submitted to the next meeting, following engagement with the newly appointed Link Care Inspector, to provide re-assurance to Members on work being undertaken to improve grades at the above independent sector support services; and
- (3) to otherwise note the contents of the report.

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

A report was submitted by the Head of Children's Health, Care and Criminal Justice providing a routine update on the most recent inspection report for Blairvadach Residential Children's House.

After discussion and having heard the Head of Children's Health, Care and Criminal Justice Services in further explanation of the report and in answer to Members' questions, the Committee agreed to note the contents of the report.

Note:- Rona Sweeney left the meeting during discussion of the above item of business.

CARE INSPECTORATE REPORTS FOR OLDER PEOPLE'S RESIDENTIAL CARE SERVICES OPERATED BY WEST DUNBARTONSHIRE HEALTH AND SOCIAL CARE PARTNERSHIP

A report was submitted by the Head of Community Health and Care Services providing a routine update on the most recent inspection report for one of the Council's Older People's Residential Care Home Services.

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

- (1) that a report with an action plan to improve Care Inspectorate grades at Mount Pleasant House would be presented to the next meeting of the Committee; and
- (2) to 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 and Social Care Partnership.

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 content of the updated draft Strategic Risk Register; and
- (2) to endorse the updated draft Strategic Risk Register for onward recommendation to the West Dunbartonshire Health & Social Care Partnership Board at its next meeting on 22 November 2017.

AUDIT SCOTLAND – SELF DIRECTED SUPPORT 2017 PROGRESS REPORT

A report was submitted by the Head of Strategy, Planning and Health Improvement providing information on the recently published Audit Scotland progress report on Self-Directed Support.

The Head of Strategy, Planning & Health improvement was heard in further explanation of the report.

The Auditor, Audit Scotland was then heard in further explanation of the Audit Scotland Progress Report, as detailed within Appendix 1 to the report, and in answer to Members' questions.

Following discussion and having heard officers in answer to Members' questions, the Committee agreed:-

- (1) to note the findings of the Audit Scotland report on Self-Directed Support; and
- (2) to note the Partnership Board's intention to revise and update its existing Self-Directed Support Policy which will be reported to the Partnership Board upon completion.

The meeting closed at 15.45 p.m.