

**West Dunbartonshire  
Health & Social Care Partnership**

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**West Dunbartonshire Health & Social Care Partnership Board  
Local Code of Good Governance**

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## 1.0 Introduction

- 1.1 West Dunbartonshire Health & Social Care Partnership Board is responsible for the strategic planning and reporting of a range of health and social care services delegated to it by NHS Greater Glasgow & Clyde Health Board and West Dunbartonshire Council (described in full within its approved Integration Scheme). The Council and the Health Board discharge the operational delivery of those delegated services (except those related to the Health Board's Acute Division services most commonly associated with the emergency care pathway) through the partnership arrangement referred to as West Dunbartonshire Health & Social Care Partnership. The Health & Social Care Partnership Board is responsible for the operational oversight of West Dunbartonshire Health & Social Care Partnership.
- 1.2 The West Dunbartonshire Health & Social Care Partnership Board's:
  - Vision is "Improving lives with the people West Dunbartonshire".
  - Purpose is to plan for and ensure the delivery of high quality health and social care services to and with the communities of West Dunbartonshire, through the delivery of its key strategic priorities of: early intervention, access, resilience, assets and inequalities.
  - Commitment to communities is to ensure that our citizens have access to the right care, at the right time and in the right place.
- 1.3 The Partnership Board is a legal entity in its own right created by Parliamentary Order, following ministerial approval of the Integration Scheme. It is accountable for the stewardship of public funds and is expected to operate under public sector best practice governance arrangements, proportionate to its transactions and responsibilities. Stewardship is a major function of management and, therefore, a responsibility placed upon the appointed members and officers of the Partnership Board.
- 1.4 The Health & Social Care Partnership Board positively promotes the principles of good governance within all areas of its affairs. Its Audit and Performance Committee is an essential component of the governance of the Health & Social Care Partnership Board detailed within its Financial Regulations.
- 1.5 The Chartered Institute of Public Finance & Accountancy (CIPFA) *Delivering Good Governance in Local Governance Framework* define a set of principles that should underpin the governance of local government organisations. The objective of the Framework is to help local government in taking responsibility for developing and shaping an informed approach to governance, aiming at achieving the highest standards in a measured and proportionate way. Whilst the Framework is written in a local authority context, most of the principles are applicable to the Partnership Board, particularly as the legislation recognises integration joint boards as Section 106 local government bodies (as per Part VII of the Local Government [Scotland] Act 1973) - and therefore subject to the local authority accounting code of practice.
- 1.6 Based on the Framework's principles, the following Local Code of Good Governance has been adopted by Partnership Board, namely:
  - Behaving with integrity, demonstrating strong commitment to ethical values and representing the rule of law.
  - Ensuring openness and comprehensive stakeholder engagement,
  - Defining outcomes in terms of sustainable economic, social and environmental benefits.

- Determining the interventions necessary to optimise the achievement of intended outcomes.
- Developing the entity's capacity, including the capability of its leadership and the individuals within it.
- Managing risk and performance through robust internal control and strong public financial management.
- Implementing good practices in transparency, reporting, and audit to deliver effective accountability.

1.7 This Code reinforces the requirements of the Standards Commission for Scotland that - as per the approved Standing Orders of the Health and Social Care Partnership Board - members of the Partnership Board shall comply with the Code of Conduct for Members of Devolved Public Bodies and the Guidance relating to that Code of Conduct (both of which are incorporated into those Standing Orders). As such, this Code of Good Governance should be work in tandem with the Partnership Board's local *Code of Conduct for Members*, which emphasises the obligation on the Partnership Board – both individually and collectively – to exemplify in their conduct the following principles:

- **Duty**

You have a duty to uphold the law and act in accordance with the law and the public trust placed in you. You have a duty to act in the interests of West Dunbartonshire Health & Social Care Partnership Board and in accordance with the core functions and duties of the Partnership Board.

- **Selflessness**

You have a duty to take decisions solely in terms of public interest. You must not act in order to gain financial or other material benefit for yourself, family or friends.

- **Integrity**

You must not place yourself under any financial, or other, obligation to any individual or organisation that might reasonably be thought to influence you in the performance of your duties.

- **Objectivity**

You must make decisions solely on merit and in a way that is consistent with the functions of West Dunbartonshire Health & Social Care Partnership Board when carrying out public business including making appointments, awarding contracts or recommending individuals for rewards and benefits.

- **Accountability and Stewardship**

You are accountable for your decisions and actions to the public. You have a duty to consider issues on their merits, taking account of the views of others and must ensure that West Dunbartonshire Health & Social Care Partnership Board uses its resources prudently and in accordance with the law.

- **Openness**

You have a duty to be as open as possible about your decisions and actions, giving reasons for your decisions and restricting information only when the wider public interest clearly demands.

- **Honesty**

You have a duty to act honestly. You must declare any private interests relating to your public duties and take steps to resolve any conflicts arising in a way that protects the public interest.

- **Leadership**

You have a duty to promote and support these principles by leadership and example, and to maintain and strengthen the public's trust and confidence in the integrity of West Dunbartonshire Health & Social Care Partnership Board and its members in conducting public business.

- **Respect**

You must respect fellow members of West Dunbartonshire Health & Social Care Partnership Board and employees of related organisations supporting the operation of the Partnership Board and the role they play, treating them with courtesy at all times. Similarly you must respect members of the public when performing duties as a member of West Dunbartonshire Health & Social Care Partnership Board.

1.8 The Partnership Board has established its Audit and Performance Committee as a Committee of the Partnership Board to support it in its responsibilities for issues of risk, control and governance and associated assurance through a process of constructive challenge. The revised Terms of Reference for the Audit and Performance Committee reflect the span of responsibilities of the Partnership Board and requirements of its approved Financial Regulations, i.e.:

- The Strategic Plan.
- Financial plan underpinning the Strategic Plan.
- The operational delivery of those integrated services delegated to the Partnership Board (except for NHS acute hospital services).
- Relevant issues raised by the internal auditors of the Health Board, Council and the Partnership Board.