

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

At a Meeting of the West Dunbartonshire Health and Social Care Partnership Board Audit and Performance Committee held via Video Conference on Wednesday, 23 September 2020 at 1.00 p.m.

**Present:** Bailie Denis Agnew and Councillors John Mooney and Marie McNair; and Mr Allan MacLeod, Ms Rona Sweeney and Ms Audrey Thompson and lay member Mrs Anne McDougall.

**Attending:** Beth Culshaw, Chief Officer; Julie Slavin, Chief Financial Officer; Jo Gibson, Head of Community Health & Care Services; Margaret-Jane Cardno, Head of Strategy and Transformation; Andi Priestman, Chief Internal Auditor; ; Jennifer Ogilvie, Finance Manager; Linda Butler, Employee Events and Engage Lead; Nigel Ettles, Principal Solicitor; Nuala Borthwick and Lynn Straker, Committee Officers.

**Also Attending:** Richard Smith, Senior Audit Manager, and Marie McFadden, Trainee Auditor, Audit Scotland.

**Apologies:** Apologies for absence were intimated on behalf of Jonathan Hinds, Head of Children's Health and John Paterson, Police Scotland.

**Councillor Marie McNair 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 West Dunbartonshire Health & Social Care Partnership Board Audit and Performance Committee held on 11 December 2019 were submitted and approved as a correct record.

**AUDIT PLAN PROGRESS REPORT**

A report was submitted by the Chief Internal Auditor on the performance of Internal Audit, providing an overview of the West Dunbartonshire Health & Social Care Partnership Board's overall control environment.

After discussion and having heard the Chief Internal Auditor in further explanation and in answer to Members' questions, the Committee agreed to note the progress made in relation to the internal Audit Annual Plans for 2019/20 and 2020/21.

### **AUDIT SCOTLAND: COVID-19 GUIDE FOR AUDIT AND RISK COMMITTEES**

A report was submitted by the Chief Financial Officer informing of new guidance issued by Audit Scotland on key issues for consideration by Audit and Risk committees during the COVID-19 pandemic.

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

- (1) to note the contents of the guidance and key issues for consideration;
- (2) that the questions posed in the guidance would be considered by the Chair and Vice Chair of the Committee, supported by the Chief Internal Auditor and that a further report would be submitted to a future meeting summarising their collective responses; and
- (3) that with reference to point (2) above, the Chief Officer or Chief Financial Officer would also support the Chair and Vice Chair in responding to the guidance..

### **INTERNAL AUDIT ANNUAL REPORT FOR YEAR ENDED 31 MARCH 2020**

A report was submitted by the Chief Internal Auditor presenting the updated Chief Internal Auditor's Annual Report for 2019/20.

After discussion and having heard from the Chief Internal Auditor in further explanation and in answer to Members' questions, the Committee agreed to note the contents of the report.

### **ANNUAL AUDIT REPORT 2019/20 – WEST DUNBARTONSHIRE INTEGRATED JOINT BOARD**

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 2019/20.

After discussion and having heard from 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 IJB and the Controller of Audit for the financial year ended 31 March 2020;
- (2) to note the achievement of an unqualified audit opinion; and
- (3) to note the key messages, the recommendations and agreed management actions contained in the attached appendices to the report relating to the audited Annual Accounts.

### **AUDITED ANNUAL ACCOUNTS 2019/20**

A report was submitted by Chief Financial Officer presenting for approval and signature the audited Annual Accounts for the year ended 31 March 2020.

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

- (1) to approve for signature by the Chair, Chief Officer and Chief Financial Officer the audited Annual Accounts for the period 1 April 2019 to 31 March 2020 ; and
- (2) to thank the Chief Financial Officer and her team and Audit Scotland for their excellent and very professional work in finalising the annual accounts during the challenging current COVID-19 pandemic.

### **WEST DUNBARTONSHIRE HSCP ANNUAL PERFORMANCE REPORT 2019/20**

A report was submitted by the Chief Officer providing an overview of the Health and Social Care Partnerships' performance in planning and carrying out integrated functions.

After discussion and having heard the Head of Strategy and Transformation in further explanation and in answer to Members' questions, the Committee agreed to approve the West Dunbartonshire HSCP Annual Performance Report.

### **QUARTERLY PERFORMANCE REPORT 2020/21 QUARTER 1**

A report was submitted by the Chief Officer on the delivery of services and on the programme of work as set out in the West Dunbartonshire Health and Social Care Partnerships Strategic Plan.

After discussion and having heard the Head of Strategy and Transformation and the Integrated Operations Manager in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the content of the HSCP Quarterly Performance Report 2020/21 Quarter One and performance against the Strategic Plan 2019 – 2022 by exception; and
- (2) to note that due to timing issues and service priorities during the current COVID-19 pandemic the report presents partial Quarter one data.

### **CARE INSPECTORATE INSPECTION REPORT FOR OLDER PEOPLE'S CARE HOME OPERATED BY INDEPENDENT SECTOR IN WEST DUNBARTONSHIRE**

A report was submitted by the Head of Community Health & Care providing an update on Care Inspectorate inspection reports for three independent sector residential older peoples Care Homes located in West Dunbartonshire.

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

### **CARE INSPECTORATE INSPECTION REPORT FOR SUPPORT SERVICES OPERATED BY THE INDEPENDENT SECTOR IN WEST DUNBARTONSHIRE**

A report was submitted by the Head of Strategy and Transformation providing information on the Care Inspectorate inspection reports for 11 independent sector support services operating in the West Dunbartonshire area.

After discussion and having heard the Chief Officer and the Head of Health and Community Care in further explanation of the report and in answer to Members' questions, the Committee agreed to note the contents of the report.

### **CHAIRS COMMENTS**

The Chair, Councillor McNair was heard in recognition of all employees across the Health and Social Care Partnership for their continued efforts to put service before themselves and offered heartfelt thanks to those who provided care for the most vulnerable in the communities of West Dunbartonshire. On behalf of the Committee, the Chair advised that this service was valued as employees continued to rise to the challenges currently faced during the ongoing COVID-19 pandemic and that she hoped everyone remained safe.

The meeting closed 2:50 p.m.