

**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 Thursday, 24 June 2021 at 10.00 a.m.

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

*Arrived later in the meeting.

Attending: Beth Culshaw, Chief Officer; Julie Slavin, Chief Financial Officer; Margaret-Jane Cardno, Head of Strategy and Transformation; Sylvia Chatfield, Head of Service for Mental Health, Addictions and Learning Disabilities; Jonathan Hinds, Head of Children's Health, Care and Criminal Justice; Andi Priestman, Chief Internal Auditor; Val Tierney, Chief Nurse; Barry Sheridan, Strategy Officer; Nigel Ettles, Principal Solicitor and Lynn Straker, Committee Officer.

Also Attending: Christopher Gardner, Senior Audit Manager, and Jack Kerr, Audit Manager, Audit Scotland.

Apology: An apology for absence was intimated on behalf of Chief Superintendent John Paterson, Police Scotland.

Bailie Denis Agnew in the Chair

VALEDICTORY – COUNCILLOR MARIE MCNAIR

Bailie Denis Agnew, Chair, congratulated Councillor Marie McNair on her election to Member of Scottish Parliament and thanked her on behalf of the Health and Social Care Partnership Board Audit and Performance Committee for her hard work and commitment throughout her role as Chair. Other Members were heard in similar terms and, commending her hard work and dedication over the years, the Committee wished her well in her new role.

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 and Performance Committee held on 25 February 2021 were submitted and approved as a correct record.

ROLLING ACTION LIST

A note of the Audit and Performance Committee's Rolling Action List was submitted for information. After discussion, and having heard an update on the one action within the Rolling Action List from Chief Financial Officer, the Committee agreed to close and remove this item as no further action was required.

MEMBERSHIP OF THE HEALTH AND SOCIAL CARE PARTNERSHIP (HSCP) BOARD (IJB)

A report was submitted by Head of Strategy and Transformation confirming West Dunbartonshire Council's nomination for membership to the Health and Social Care Partnership Board (IJB), as a result of Vice Chair Councillor Marie McNair relinquishing her position on the HSCP Board due to a change in circumstances.

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

- (1) to record its thanks to Councillor McNair for her unwavering dedication and support during her period of service to the HSCP Board and extend their good wishes as she assumes her seat in the Scottish Parliament as MSP for Clydebank and Milngavie;
- (2) to note that West Dunbartonshire Council Leader, Councillor Jonathan McColl, was West Dunbartonshire Council's nominated representative on the Health and Social Care Partnership Board, joining Councillor John Mooney and Bailie Denis Agnew;
- (3) to note that until the 30 June 2021 Bailie Agnew would assume the roles of Vice-Chair of the Health and Social Care Partnership Board, Chair of the HSCP Audit and Performance Committee and Chair of the HSCP Strategic Planning Group; and
- (4) to note that a further report would be brought to the next meeting of the Health and Social Care Partnership Board Audit and Performance Committee detailing formal Voting Members going forward for the next three year period.

Q4 PERFORMANCE REPORT

A report was submitted by Head of Strategy and Transformation providing information on how the West Dunbartonshire HSCP Audit and Performance Committee fulfils its ongoing responsibility to ensure effective monitoring and reporting on the delivery of services and on the programme of work as set out in the West Dunbartonshire HSCPs Strategic Plan.

After discussion and having heard the Head of Strategy and Transformation 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 Four and performance against the Strategic Plan 2019 - 2022 by exception;
- (2) to note that due to timing issues and service priorities during the current COVID-19 pandemic this report presented partial Quarter Four data;
- (3) to note that Quarter Three information previously unavailable to the Committee was contained within this report; and
- (4) to agree to postpone the publication of the Annual Performance Report until 30 September 2021 to allow for more detailed information to be available.

RISK MANAGEMENT POLICY

A report was submitted by Head of Strategy and Transformation presenting the findings of the desktop review and internal audit of the Risk Management Policy and supporting strategy for the Health and Social Care Partnership.

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

- (1) to note the content of this report;
- (2) to recommend approval of the Risk Management Policy (Appendix A) for the Health and Social Care Partnership to the HSCP Board; and
- (3) to note the supporting strategy for Risk Management.

AUDIT PLAN PROGRESS REPORT

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

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

- (1) to note the progress made in relation to the Internal Audit Annual Plan for 2020/21; and
- (2) to a meeting being arranged between Rona Sweeney and Councillor John Mooney in relation to sharing knowledge with West Dunbartonshire Council's Audit Committee and actions going forward.

INTERNAL AUDIT ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

A report was submitted by Chief Internal Auditor providing details based on the internal audit work carried out for the year ended 31 March 2021, and containing an independent opinion on the adequacy and effectiveness of West Dunbartonshire's Health and Social Care Partnership Board's internal control environment that can be used to inform its Annual Governance Statement.

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 contents of the report.

2020/21 LOCAL CODE OF GOOD GOVERNANCE ANNUAL REVIEW AND ANNUAL GOVERNANCE STATEMENT

A report was submitted by Chief Financial Officer providing detail on the 2020/21 Local Code of Good Governance Annual Review and Annual Governance Statement.

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 minor changes to the current West Dunbartonshire Health and Social Care Partnership Board Local Code of Good Governance;
- (2) to note the outcome of the annual self-evaluation, the issues identified and the update of the improvement actions; and
- (3) to approve the 2020/21 Annual Governance Statement.

2020/21 UNAUDITED ANNUAL REPORT AND ACCOUNTS

A report was submitted by Chief Financial Officer detailing the 2020-21 Unaudited Annual Report and Accounts.

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 2020/21 unaudited Annual Report and Accounts; and
- (2) to note that the unaudited Accounts should be presented for final approval no later than 30 November 2021, prior to submission to the Accounts Commission.

*Note: Rona Sweeney joined the meeting in discussion of this item.

ALCOHOL AND DRUG PARTNERSHIP (ADP) UPDATE – SCOTTISH GOVERNMENT PARTNERSHIP DELIVERY FRAMEWORK TO REDUCE THE USE OF AND HARM FROM ALCOHOL AND DRUGS

A report was submitted by Head of Mental Health, Addictions and Learning Disabilities informing of the progress in relation to the Scottish Government Partnership Delivery Framework to Reduce the Use of and Harm from Alcohol and Drugs in relation to the expectations of local governance arrangements for ADPs.

After discussion and having heard the Head of Mental Health, Addictions and Learning Disabilities and Strategy Officer in further explanation of the report and in answer to Members' questions, the Committee agreed to note the progress in relation to Section 4 of the report and noted that a more detailed report would be brought back to the Board in six months time.

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

A report was submitted by Head of Health and Community Care providing an update on a Care Inspectorate inspection report for one independent sector residential older people's care home located within West Dunbartonshire.

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 this report.

STATEMENT BY CHAIR

Bailie Denis Agnew, Chair, wished to put on record his thanks, on behalf of the Health and Social Care Partnership Board Audit and Performance Committee, to those members who would be moving on from their role within the Committee, Mr Allan MacLeod and Audrey Thomson, and noted the exceptional hard work and dedication they had shown throughout their time and that their exceptional knowledge and experience would be greatly missed.

The meeting closed at 11.34 a.m.

DRAFT