

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 Monday, 15 November 2021 at 10.02 a.m.

Present: Rona Sweeney, Lesley Rousselet and Michelle Wailes, NHS Greater Glasgow and Clyde Health Board; Jonathan McColl and John Mooney, West Dunbartonshire Council and lay member Anne MacDougall, Chair of the Locality Engagement Network, Clydebank.

Attending: Beth Culshaw, Chief Officer; Julie Slavin, Chief Financial Officer; Jo Gibson, Head of Community Health & Care Services*; Sylvia Chatfield, Head of Service for Mental Health, Addictions and Learning Disabilities; Audrey Slater, Head of People and Change; Margaret-Jane Cardno, Head of Strategy and Transformation; Jennifer Ogilvie, HSCP Finance Manager; Val Tierney, Chief Nurse; Fiona Taylor, Senior Nurse; Andi Priestman, Shared Service Manager – Audit and Fraud; Helen Little, Lead Allied Health Professional*; Nigel Ettles, Principal Solicitor; Ashley MacIntyre and Lynn Straker, Committee Officers.

* Arrived later in the meeting

Also Attending: Jack Kerr, Auditor – Audit Scotland

Apologies: Apologies for absence were intimated on behalf of Denis Agnew, West Dunbartonshire Council and John Paterson, Chief Constable, Police Scotland.

Rona Sweeney 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.

RECORDING OF VOTES

The Committee agreed that all votes taken during the meeting would be done by roll call vote to ensure an accurate record.

MINUTES OF PREVIOUS MEETINGS

The Minutes of Meetings of the West Dunbartonshire Health and Social Care Partnership Board Audit and Performance Committee held on 24 June 2021 and 16 September 2021 were submitted and approved as a correct record.

AUDIT SCOTLAND: VACCINATIONS PROGRAMME

A report was submitted by the Acting Head of Service Community Health and Care summarising the Audit Scotland Covid Vaccination Programme briefing paper (September 2021).

After discussion and having heard the Acting 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.

WEST DUNBARTONSHIRE HSCP QUARTERLY PERFORMANCE 2021/22 QUARTER ONE

A report was submitted by the Head of Service Strategy and Transformation ensuring 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, the Committee agreed:-

- (1) to note the content of the HSCP Quarterly Performance Report 2021/22 Quarter One 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 presents partial Quarter One data;
- (3) to note that Quarter Four information previously unavailable to the Committee, although referred to in this report, is contained within the 2020/21 Annual Performance Report which was approved by the HSCP Board on Monday 20 September 2021; and
- (4) to note that this report has been deferred from the planned Audit and Performance Committee dated 16 September 2021.

WEST DUNBARTONSHIRE HSCP QUARTERLY PERFORMANCE 2021/22 QUARTER TWO

A report was submitted by the Head of Service Strategy and Transformation ensuring 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 2021/22 Quarter Two 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 presents partial Quarter Two data; and
- (3) to note that Quarter One information previously unavailable to the Committee is contained within the report.

WEST DUNBARTONSHIRE DELAYED DISCHARGES

A report was submitted by the Acting Head of Service Community Health and Care presenting current measures of performance in relation to delayed discharges within West Dunbartonshire.

After discussion and having heard the Acting 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.

* Jo Gibson and Helen Little joined the meeting during consideration of this item.

STRATEGIC RISK REGISTER SIX MONTH REVIEW

A report was submitted by the Head of Strategy and Transformation presenting the updated Strategic Risk Register for the West Dunbartonshire Health and Social Care Partnership (HSCP).

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 recommend to the HSCP Board approval of the reviewed and updated Strategic Risk Register (Appendix A);
- (2) to select the strategic risks of waiting times and procurement and commissioning to be presented in greater detail to the HSCP Board on the 24 March 2022;
- (3) to note that this review has been undertaken in line with the West Dunbartonshire HSCP Risk Management Policy approved by the HSCP Board on the 20 September 2021;
- (4) to note that the Strategic Risk Register will be presented to HSCP Board on 22 November 2021 for final approval; and
- (5) to note that this report was deferred by the Audit and Performance Committee on the 16 September 2021.

AUDIT PLAN PROGRESS REPORT

A report was submitted by the Chief Internal Auditor to enable WD HSCP Board Audit Committee members to monitor the performance of Internal Audit and gain an overview of the WD HSCP Board's overall control environment.

After discussion and having heard the Shared Service Manager – Audit & Fraud in further explanation of the report, the Committee agreed to note the progress made in relation to the Internal Audit Annual Plan for 2021/22.

MENTAL WELFARE COMMISSION REPORT ON FRUIN AND KATRINE LOCALITIES

A report was submitted by the Head of Service - Mental Health, Learning Disability and Addiction advising on the Mental Welfare Commission visit and report to Fruin and Katrine Localities Older People Mental Health Localities, Vale of Leven Hospital.

After discussion and having heard the Head of Service Mental Health, Learning Disability and Addiction in further explanation of the report, the Committee agreed to note the content of the Mental Welfare Commission Report.

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

A report was submitted by the Acting Head of Service Community Health and Care providing an update on a Care Inspectorate inspection report for an independent sector residential older peoples' Care Home located within West Dunbartonshire.

After discussion and having heard the Contracts & Commissioning Officer in further explanation of the report, the Committee agreed to note the content of this report.

**CARE INSPECTORATE INSPECTION REPORTS FOR AN OLDER PEOPLE'S
CARE HOME OPERATED BY THE INDEPENDENT SECTOR IN WEST
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A report was submitted by the Acting Head of Service Community Health and Care providing an update on a Care Inspectorate inspection report for an independent sector residential older peoples' Care Home located within West Dunbartonshire.

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

The meeting closed at 11.13 a.m.