

Minutes

Audit and Risk Committee

9.30 am, Friday 11 November 2016

City Chambers, Edinburgh

Present:

Angus McCann (Chair), Councillor Elaine Aitken, Councillor Joan Griffiths and Alex Joyce.

Officers: Magnus Aitken (Chief Internal Auditor), Sarah Bryson (Health and Social Care), Ross Murray (Committee Services) and Moira Pringle (Interim Chief Finance Officer).

Apologies: Kay Blair, Ella Simpson and Rob McCulloch Graham.

1. Minute

Decision

To approve the minute of 2 September 2016 as a correct record.

2. Outstanding Actions

Decision

- 1) To note the outstanding actions.
- 2) To circulate a job description for an additional committee member with financial expertise by email.
- 3) That the draft Risk Management Strategy be circulated to Committee members by the end of December 2016.
- 4) To confirm timelines for the Risk Register refresh once agreed with Richard Bailes and PricewaterhouseCoopers.

(Reference – Outstanding Actions – November 2016)



3. Work Programme

Decision

- 1) To note the Work Programme and upcoming reports.
- 2) To note that due to timescale issues the Audit Plan presented in March 2017 may no be finalised until after the meeting of the Committee.

(Reference – Audit and Risk Committee Work Programme – November 2016, submitted.)

4. Internal Audit Update – November 2016

The Internal Audit activity in the previous quarter on behalf of the Joint Board and relevant activity by the Internal Audit functions of the Joint Board's constituent organisations (City of Edinburgh Council and NHS Lothian) was detailed.

Decision

- 1) To note the progress of the Joint Board Internal Audit activity in the last quarter and the areas of higher priority findings in the reviews brought to the attention of the Committee.
- 2) That the Chair of the Audit and Risk Committee write to the Chief Officer of the Joint Board to highlight concerns with regard to insufficient available internal audit resource.
- 3) Magnus Aitken to liaise with the NHS Lothian Chief Internal Auditor to progress the adoption of a more formal referral approach similar to that adopted by City of Edinburgh Council.
- 4) That future Internal Audit updates include details on overdue actions from Council and NHS Lothian audits.
- 5) Magnus Aitken and Moira Pringle to provide an interim update in advance of the next meeting of the Committee on outstanding and developing matters.

(Reference – report by the Chief Internal Auditor, submitted.)

5. Kay Blair

It was noted that Kay Blair's resignation from the Joint Board would be submitted to its next meeting on 18 November 2016. In effect this would also mean resignation from the Audit and Risk Committee.

The Audit and Risk Committee formally thanked Kay Blair for all her support and work and wished her the best for the future.