Minutes

Governance, Risk and Best Value Committee

2.00pm, Tuesday, 15 December 2015

Present

Councillors Balfour (Convener), Donaldson (for Councillor Child), Dixon, Keil, Mowat, Orr, Redpath, Shields and Tymkewycz.

1. Minute

Decision

To approve the minute of the Governance, Risk and Best Value Committee of 12 November 2015 as a correct record subject to an amendment to item 15 clarifying that a report would be submitted to the Governance, Risk and Best Value Committee if there were no findings to report to Council.

2. Outstanding Actions

Details were provided of the outstanding actions arising from decisions taken by the Committee.

Decision

1)   To agree to close actions 4, 13, 15, 17 and 23.

2)   To note the remaining outstanding actions.

(Reference – Outstanding Actions - December 2015, submitted.)

3. Work Programme

Decision

To approve the Work Programme.

(Reference – Governance, Risk and Best Value Work Programme – December 2015, submitted.)

4.   Internal Audit – Follow-up Arrangements: Status Report from 1 July 2015 to 30 September 2015

An overview of the process adopted by Internal Audit for following up the status of audit recommendations was provided. The open audit recommendations at 30 September 2015 that were past their initial estimated closure date were highlighted.

Decision

1)   To note the report.

2)   To request that the Deputy Chief Executive would report in January 2016, confirming whether the Northgate system could log system access and activity for all users and the related costs if it was required to be improved.

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

5.   Internal Audit Quarterly Update Report: 1 July 2015 – 30 September 2015

An update was provided on the progress made by Internal Audit in the first quarter of the audit year from 1 July 2015 – 30 September 2015.

Decision

To note the progress of Internal Audit in issuing seven internal audit reports during the quarter.

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

6.   Corporate Leadership Team Risk Register

Details were provided of the Corporate Leadership Team's (CLT) highest priority risks in November 2015. The Council's Risk Management policy had also been reviewed and confirmed as current and up-to date.

Decision

1)   To note the attached prioritised risk information for the Corporate Leadership Team.

2)   To note that the Risk Management Policy had been reviewed by the Chief Risk Officer in accordance with the Council's policy framework, and other than a few minor changes to update team names, was considered current, relevant and fit for purpose.

(Reference – report by the Deputy Chief Executive, submitted.)

7.   Health and Social Care Risk Register Update

The prioritised risks for Health and Social Care as at November 2015, as well as key controls in place and further action required were outlined.

Decision

To note the Health and Social Care Risk Register.

(References – report by the Chief Officer of the Edinburgh Integration Joint Board, submitted.)

8.   Home Care and Reablement Service Contact Time – referral report from the Health, Social Care and Housing Committee

The Health, Social Care and Housing Committee had referred a report on the management of care staff, particularly focussing on client contact time versus total hours worked and the number of visits for each carer.

Decision

To request an update report in six months, this should include contact time by area and feedback from clients and bodies such as the Care Commission.

(References – Governance, Risk and Best Value Committee 13 August 2015 (Item 3); referral report by the Health, Social Care and Housing Committee, submitted.)

9.   Health and Social Care Integration – Update – referral report from the Finance and Resources Committee

The Finance and Resources Committee had referred a report updating the committee on the integration of Council social care functions with NHS Lothian functions.

Decision

To note the report.

(Reference – referral report by the Finance and Resources Committee, submitted.)

10.   ICT Services Procurement: Transition Progress Update – referral report from the Finance and Resources Committee

The Finance and Resources Committee had referred a report updating on the progress of the transition of ICT services to CGI.

Decision

To note the update.

(Reference – referral report by the Finance and Resources Committee, submitted.)

11. Treasury Management – Mid Term Report 2015/16

The City of Edinburgh Council had referred an update on treasury management activity in 2015/16.

Decision

To note the update.

(Reference – referral report by the City of Edinburgh Council, submitted.)

11. Treasury Management – Mid Term Report 2015/16