Governance, Risk and Best Value Committee

10.00am, Tuesday, 31 October 2017

Present

Councillors Mowat (Convener), Main (Vice-Convener), Jim Campbell, Dickie, Doggart (substitute for Councillor Webber), Donaldson (substitute for Councillor Munro), Gordon, Rae, Neil Ross (substitute for Councillor Lang) and Watt.

1.   Minute

Decision

To approve the minute of the Governance, Risk and Best Value Committee of 26 September 2017 as a correct record.

2.   Outstanding Actions

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

Decision

1)   To note the update from the Interim Chief Officer on action 4 – *The Edinburgh Health and Social Care Partnership has developed a high-level plan to address the challenges faced by the Partnership in the short- and medium-term. Objectives and detailed action plans for the priority workstreams will follow and the review of home care services will be included in this, although it is not possible at this stage to say when plans will be available.*

2)   To note the update from the Chief Internal Auditor on action 5 and amend the expected completion date – *The update for members on the Internal Audit recommendation for Edinburgh Buildings Services would be delayed to coincide with the 17/18 audit plan review on the area which was due to finish in December 2017.*

3)   To note the remaining outstanding actions.

(Reference – Outstanding Actions – 31 October 2017, submitted.)

3.   Work Programme

Decision

To note the work programme.

(Reference – Governance, Risk and Best Value Committee Work Programme – 31 October 2017, submitted.)

4. Complaints Management

The findings of the Council-wide complaints handling review and the resulting development of the improvement plan were considered.

Decision

1) To note the development of a Corporate Complaints Improvement Plan to strengthen the management of complaints across the Council.
2) To note that an update report would be presented to Committee in Spring 2018.
3) To include the previous years' comparative figures any future report.

(References – Governance, Risk and Best Value Committee of 1 August 2017 (item 10); report by the Chief Executive, submitted.)

5. Spot-checking on the Dissemination of Council Policies

The exercise to ensure policies were being effectively communicated to staff was submitted.

Decision

1) To note the response to the staff surveys on the dissemination of Council policies and ongoing efforts to improve dissemination.
2) To note that a report which explored with directorates more effective ways to monitor the dissemination and understanding of Council policies by employees would be submitted by Spring 2018.

(References – Governance, Risk and Best Value Committee of 20 April 2017 (item 8); report by the Chief Executive, submitted.)

6. Welfare Reform - Update

Committee considered information on the ongoing work to support citizens towards Universal Credit, the benefit cap and funding arrangements for the Council Tax Reduction Scheme and Discretionary Housing Payments.

Decision

1) To note the report.
2) To request information is circulated to members on the reasons why 72 applications for crisis grants were refused.

(References – Corporate Policy and Strategy Committee of 3 October 2017 (item 2); report by the Executive Director of Resources, submitted.)

7. Edinburgh Catering Services

An outline report on the measures undertaken to bring Edinburgh Catering Services into a balanced and more profitable position was submitted.

Decision

1) To note the reasons which led to the underlying deficit position delivered by the service.

2)	To note the actions proposed as part of a general turnaround and improvement plan for the service and to receive a further report which outlined progress made in March 2018.

(References – Governance, Risk and Best Value Committee of 26 September 2017 (item 8); report by the Executive Director of Resources, submitted.)

## 8.	ICT in Schools – Update

Decision

To note that consideration of the report has been continued to the November Committee.

## 9.	Edinburgh Partnership – Presentation

Committee received a presentation which outlined the planning and governance frameworks within the Edinburgh Partnership.

Decision

1)	To note the presentation.
2)	To consider updating the slide on the governance framework to reflect neighbourhoods and communities were at the centre.
3)	To highlight that responsibility for tackling inequalities lies within each element of the planning framework

(References – Governance, Risk and Best Value Committee of 26 September 2017 (item 2); presentation by the Chief Executive, submitted.)

## 10.	Resolution to Consider in Private

The Committee, under Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting for the following item of business on the grounds that it involved the disclosure of exempt information as defined in paragraph 14 of Part 1 of Schedule 7(A) of the Act.

## 11.	External Audit Review of CGI IT Security Controls

Details were provided on the external audit review of the effectiveness of the CGI/Council's security control procedures.

Decision

Detailed in the Confidential Schedule, signed by the Convener, with reference to this minute.

(Reference – report by the Executive Director of Resources, submitted.)