

Item 4.1 - Minutes

Governance, Risk and Best Value Committee

10.00am, Thursday, 22 December 2016

Present

Councillors Mowat (Convener), Balfour, Child, Dixon, Edie, Keil, Main, Munro, Orr, Redpath, Ritchie, Robson, Tymkewycz.

1. Minute

Decision

To approve the minute of the Governance, Risk and Best Value Committee of 17 November 2016 as a correct record.

2. Outstanding Actions

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

Decision

- 1) To agree to close items 1, 4, 8, 9, 12, 14, 15, 17 and 18.
- 2) To note the remaining outstanding actions.

(Reference – Outstanding Actions – December 2016, submitted.)

3. Work Programme

Decision

To otherwise note the work programme.

(Reference – Governance, Risk and Best Value Work Programme – December 2016, submitted.)

4. Internal Audit Quarterly Update Report: 1 July 2016 – 30 September 2016

Details were provided on the internal audit activity from 1 July 2016 to 30 September 2016.

Decision

- 1) To note the progress of Internal Audit in issuing ten internal audit reports during the quarter and to note the areas of higher priority findings for reviews issued in this quarter.
- 2) To refer the report noted in Appendix 1 as potentially being of interest to the Audit and Risk Committee of the Edinburgh Integrated Joint Board (IJB).
- 3) To request an update report on the recommendation for Edinburgh Buildings Services by November 2017.

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

5. Internal Audit follow up arrangements: status report from 1 July 2016 to 30 September 2016

An overview was provided of the process adopted by Internal Audit for following up the status of audit recommendations and all those past their estimated closure date were highlighted.

Decision

- 1) To note the status of the overdue outstanding recommendations.
- 2) To approve Internal Audit sharing details with the Edinburgh Integration Joint Board's Audit and Risk Committee, of any overdue outstanding recommendations in Internal Audit reports that this Committee has previously referred to the Edinburgh Integration Joint Board's Audit and Risk Committee.
- 3) To request an update for the Governance, Risk and Best Value Committee in February 2017 on the reasons for the delay and timescale for completion of the reviews related to the contract management within roads services.

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

6. Edinburgh Tram Inquiry – Update

An update was provided on the progress of the Edinburgh Tram Inquiry.

Decision

To note the report.

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

7. Resources Team Risk Update

Committee considered details and mitigating actions in place for the key risks of the Resources service area as of November 2016.

Decision

- 1) To note the prioritised risk information for the Resources Senior Management Team.
- 2) To circulate information to members of the Governance, Risk and Best Value Committee on employee surveys.
- 3) To clarify for members of the Governance, Risk and Best Value Committee who provides support on management of data to parent and community councils.

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

8. Corporate Leadership Team Risk Update

The current highest priority risks and mitigating actions in place from the Corporate Leadership Team were considered.

Decision

- 1) To note the prioritised risk information for the Corporate Leadership Team.
- 2) To note that the Risk Management Policy has been reviewed by the Chief Risk Officer in accordance with the Council's policy framework and other than a few minor changes to update current team names is considered current, relevant and fit for purpose.

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

9. Management Actions – Stand By, On Call and Disturbance Payments

Committee considered an update on the recommendations and agreed management actions under the Continuous Testing – Stand By, On Call and Disturbance Payments section of the Internal Audit Quarterly Update Report from 1 April 2016 to 30 June 2016.

Decision

To note the management actions taken to address the Internal Audit recommendations arising from the Quarterly Update Report: 1 April 2016 – 30 June 2016, Continuous Testing – Stand By, On Call and Disturbance Payments.

(References – Governance, Risk and Best Value Committee, 26 September 2016 (item 6); report by the Executive Director or Place, submitted.)

10. Treasury Management – Mid-Term Report 2016-17 – referral from the City of Edinburgh Council

The City of Edinburgh Council on 24 November 2016 considered a report which provided an update on Treasury Management Activity in 2016/17. The report was referred to the Governance, Risk and Best Value Committee for scrutiny.

Decision

- 1) To note the report.
- 2) To circulate the briefing note on the use of bonds by other local authorities specifically in London and Aberdeen to all councillors for information.
- 3) To ensure information on the interest amount on each loan for the year is included in future reports.

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

11. Looked After Children – Transformation Programme Progress Update – referral from Education, Children and Families Committee

The Education, Children and Families Committee on 13 December 2016 considered an update on the progress to the end of September 2016 against targets aimed at shifting the balance of care towards more preventative services that reduced the need for children to come into care. The report was referred to the Governance, Risk and Best Value Committee for information.

Decision

To note the report.

(References – Education, Children and Families Committee, 8 December 2015 (item 13); report by the Acting Executive Director of Communities and Families, submitted.)

Declarations of Interests

Councillor Edie declared a financial interest in the above item as Chair of the Care Inspectorate and took no part in the consideration of this item.

12. Housing Property – Service Review and Internal Audit Update – referral from the Health, Social Care and Housing Committee

The Health, Social Care and Housing Committee on 15 November 2016 considered a report on the development of the new Housing Property Service and results of the Internal Audit review carried out in June 2016. The report was referred to the Governance, Risk and Best Value Committee for information.

Decision

To note the report.

(References – Health, Social Care and Housing Committee, 15 November 2016 (item 12) - report by the Executive Director of Place, submitted.)

13. Whistleblowing Update

A high level overview was provided of the Council's whistleblowing hotline for the period 1 July 2016 to 30 September 2016.

Decision

To note the report.

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

14. Property Conservation – Extra Judicial Agreements

A note of the discussions from the meeting on the Property Conservation - Extra Judicial Process was considered.

Decision

With the legacy statutory repairs resolution projects now close to completion, the Governance, Risk and Best Value Committee requests that Internal Audit conducts a 'project closure' review to establish if there are any lessons to be learned for the future. The terms of reference would be developed by the Chief Executive in consultation with the Conveners of the Governance, Risk and Best Value Committee and the Finance and Resources Committee. The proposed terms of reference would come to the Governance, Risk and Best Value Committee in February 2017 for approval.

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

15. Resolution to Consider in Private

The Committee, in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting for consideration of appendix 1 of item 11 above on the grounds that it involved the disclosure of exempt information as defined in Paragraphs 1, 3, 6 and 14 of Part 1 of Schedule 7(A) of the Act.

16. Whistleblowing: Monitoring Report

An overview was provided of the disclosures received and investigation outcome reports completed during the period 1 July 2016 to 30 September 2016.

Decision

To note the report.

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

17. Monitoring Officer Investigation – Tron Kirk – referral report from the Finance and Resources Committee

The Finance and Resources Committee on 1 December 2016 considered a report on the Tron Kirk lease. The report was referred to the Governance, Risk and Best Value Committee for scrutiny.

Decision

To note the report.

(Reference – report by the Monitoring Officer, submitted.)

Declarations of Interests

Councillor Orr declared a financial interest in the above item as being the subject of court action related to comments made regarding the Tron Kirk and took no part in the consideration of this item.