

Item 4.1 - Minutes

Governance, Risk and Best Value Committee

10.00 am, Thursday, 22 May 2014

Present

Councillors Balfour (Convener), Blacklock, Child, Gardner, Howat, Keil, Lunn, Main, Munro, Orr, Shields, and Tymkewycz.

Also Present

Councillors Godzik and Rankin (Item 4).

1. Minute

Decision

To approve the minute of the Governance, Risk and Best Value Committee of 3 April 2014 as a correct record.

2. Outstanding Actions – May 2014

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

Decision

- 1) To agree to close items 1, 3, 4, 6, 11 and 15.
- 2) To request that future revenue reports to the Finance and Resources Committee include more detail on works in individual schools.
- 3) To ask that Internal Audit report in December 2014 on the current year's school maintenance programme.

(Reference – Outstanding Actions May 2014, submitted.)

3. Governance, Risk and Best Value Work Programme May 2014

Approval was sought for the Governance, Risk and Best Value Work Programme for May 2014.

Decision

- 1) To approve the work programme.

- 2) To request that a report on the Whistleblowing Policy be brought to Committee in August 2014.

(Reference – Work Programme May 2014, submitted.)

4. Children and Families Revenue Asset Management Priorities 2014-19

The Education, Children and Families, and Finance and Resources Committees had noted a recommended strategy of revenue prioritisation across the Children and Families estate, which supported the capital asset management programme priorities for 2014 – 2019. The report had been brought to the Governance, Risk and Best Value Committee for scrutiny and the Conveners of both Committees which had previously considered the item were in attendance.

Decision

To note the report and thank the Conveners of the Finance and Resources, and Education, Children and Families Committees for their attendance.

(References – Education, Children and Families Committee, 4 March 2014 (item 13); Finance and Resources Committee, 20 March 2014 (item 6); report by the Director of Corporate Governance, submitted.)

5. Governance of Major Projects: Progress Report

An update of the major projects portfolio and the forthcoming assurance review schedule was provided. Details of currently highlighted projects, including the EICC and the Learning and Teaching ICT Refresh, were also given.

Decision

- 1) To note the current synopsis of the dashboard reports for the major projects portfolio set out in appendix 1 to the report by the Director of Corporate Governance.
- 2) To note the draft assurance review schedule for March – September 2014 at appendix 2 to the report by the Director of Corporate Governance.
- 3) To request an update on the EICC in September 2014.

Declaration of interest

Councillor Munro declared a non-financial interest in the above item as Chair of the EICC.

(Reference – report by the Director of Corporate Governance, submitted.)

6. Internal Audit Co-source Update

Details were given of internal audit performance for the first year of operation of the contract between the Council and PricewaterhouseCoopers, covering the period 1 April

2013 – 1 April 2014. Key challenges, notable improvements and next steps were also highlighted.

Decision

- 1) To note the progress made by the co-source internal audit team to date.
- 2) To note that further reports would be presented to Committee on progress and relevant performance matters.
- 3) To request that the Head of Legal, Risk and Compliance provide an update to Committee on the Internal Audit Co-source arrangements in March 2015.
- 4) To recommend that internal audit staff attend the meeting in March 2015 to share their experiences of the process.

(Reference – report by the Director of Corporate Governance, submitted.)

7. Review of Council Policy: Update

Details were given of progress made in establishing a register of Council policies and supporting framework to ensure they were current, relevant and accessible.

Decision

- 1) To note the progress in establishing a register of Council policies and the development of a supporting framework to ensure all Council policies were current, relevant and accessible.
- 2) To request an update report on the review of Council policies in December 2014.

(Reference – report by the Director of Corporate Governance, submitted.)