

Minutes

Governance, Risk and Best Value Committee

10am, Thursday 28 January 2016

Present

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

1. Minute

Decision

To approve the minute of the Governance, Risk and Best Value Committee of 15 December 2015.

2. Outstanding Actions

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

Decision

- 1) To agree to close actions 10, 13, 15 and 16.
- 2) To note the remaining outstanding actions.

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

3. Work Programme

Decision

To approve the Work Programme.

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

4. Edinburgh Jazz and Blues Festival – Update – referral report from the Culture and Sport Committee

The Culture and Sport Committee on 20 October 2015 had referred this report detailing the successes and governance arrangements of the Edinburgh Jazz and Blues

Festival. This report had been requested by the Governance, Risk and Best Value Committee in March 2015.

Roger Spence from the Edinburgh Jazz and Blues Festival and Councillor Lewis, Convener of the Culture and Sport Committee attended to speak to his item.

The Committee, in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting during part of the consideration of the following item of business for the reason that some of the discussion involved the likely disclosure of exempt information as defined in Paragraph 6 of Part 1 of Schedule 7A of the Act.

Decision

- 1) To note the report.
- 2) To provide a briefing note regarding the lease of the Tron Kirk, in particular referring to the position with the leaseholders' company status and the long term vision for the building.
- 3) To request that the Strategy and Governance Manager circulate details of the internal audit carried out in October 2015 on the Freedom of Information process. Details of the number of cases referred to the Information Commissioner over the last 3 years, and whether they were upheld, should be included.

(Reference – referral report by the Culture and Sport Committee, submitted.)

5. Internal Audit Charter Update

The Internal Audit Charter sets out the scope of the Internal Audit function and its roles, responsibilities, objectives and reporting structures.

Decision

To approve the updated Internal Audit Charter and delegate authority to the Acting Executive Director of Resources to redesign and make any minor amendments to the Charter as necessary, and that the amended version is circulated to the committee members.

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

6. Use of Demographic Information in the Budgeting and Service Planning Processes

Details were provided of the Council's approach to recognising demographic change and the recent work to aid the development of consistent, organisation wide projections and intelligence in this area.

Decision

To note the progress made in developing a consistent approach to assessing the financial and service aspects of demographic change upon the Council's service.

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

7. Capital Monitoring 2015/16 Nine Month Position – referral report from the Finance and Resources Committee

The Finance and Resources Committee on 14 January 2016 had referred a report on the Council's projected borrowing and the receipt of grants and capital income which would be used to fund the capital investment.

Decision

To note the report.

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

8. Annual Workforce Controls Report – referral report from the Finance and Resources Committee

The Finance and Resources Committee on 14 January 2016 had referred a report on the implementation of an enhanced workforce control framework. The framework was built around three components, managing resources, managing costs and managing performance.

Decision

To note the report.

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

9. Whistleblowing Update

A high level overview was provided of the Council's whistleblowing hotline for the period 1 September to 30 November 2015.

Decision

To note the report.

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

10. Whistleblowing Annual Report

Details were provided of an overview of whistleblowing activity and the development of the service between 1 December 2014 and 30 November 2015.

Decision

To note the update.

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

11. Resolution to consider in private

The Committee, under Section 50A(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting for the following items of business on the grounds that they involved the disclosure of exempt information for item 12 as defined in Paragraphs 1,3 and 4 of Schedule 7A of the Act and for items 13 and 14 as defined in Paragraphs 6 and 12 of Schedule 7A of the Act.

12. Whistleblowing: Monitoring Report

An overview was provided of the disclosures received and investigation outcome reports completed during the period 1 September 2015 to 30 November 2015.

Decision

To note the report.

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

13. Statutory Notice Projects – Policy, Principles and Unrecoverable Work in Progress

The Finance and Resources Committee had previously considered this report in July 2014.

Councillor Rankin (Convener of the Finance and Resources Committee) and Councillor Bill Cook (Vice-Convener) of the Finance and Resources Committee attended to speak to this item.

Decision

To note the report.

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

Declaration of Interest

Councillor Tymkewycz declared an interest in the above item as an owner of a small portfolio of properties in Edinburgh which have been the subject of Statutory Notices.

14. Property Conservation: Legacy Closure Programme and Defect Costs

The Finance and Resources Committee had considered this report on 14 January 2016.

Councillor Rankin (Convener of the Finance and Resources Committee) and Councillor Bill Cook (Vice-Convener) of the Finance and Resources Committee attended to speak to this item.

Decision

- 1) To note the report.
- 2) To request reports on the progress with Property Conservation in June 2016, December 2016 and April 2017.
- 3) To append the summary cost analysis for Property Conservation 2013-16 to the minute.

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

Declaration of Interest

Councillor Tymkewycz declared an interest in the above item as an owner of a small portfolio of properties in Edinburgh which have been the subject of Statutory Notices.

Property Conservation

Cost Summary 2013 to 2016(forecast)

Summary Cost Analysis

	2013/14	2014/15	2015/16 (Forecast)	Total
	£m	£m	£m	£m
Consultants Costs				
Deloitte Project Joule	£0.6m	£0.2m	£0.2m	£1.0m
Deloitte Project Momentum	-	£1.1m	£0.4m	£1.5m
Total Consultants Costs	£0.6m	£1.3m	£0.6m	£2.5m
Legal Fees				
Maclay Murray & Spens LLP	£0.1m	£0.1m	£0.1m	£0.3m
Brodies LLP	£0.1m	-	-	£0.1m
Morton Fraser Solicitors	-	-	£0.1m	£0.1m
CEC Legal Services	£0.1m	£0.1m	£0.1m	£0.3m
Forecast spend – not yet committed	-	-	£0.2m	£0.2m
Total Legal Fees	£0.3m	£0.2m	£0.5m	£1.0m
Surveyors, Engineers, Technical Fees				
Thomson Bethune	£0.4m	£0.2m	£0.2m	£0.8m
Turner Townsend	-	-	£0.1m	£0.1m
Total Surveyors, Engineers, Technical Fees	£0.4m	£0.2m	£0.3m	£0.9m
Programme Management - Director				
Programme Director	-	£0.1m	-	£0.1m
Total Programme Management	-	£0.1m	-	£0.1m
Total Consultant's Costs	£1.3m	£1.8m	£1.4m	£4.5m