

Item 4.1 - Minutes

Governance, Risk and Best Value Committee

2.00pm, Monday, 26 September 2016

Present

Councillors Mowat (Convener), Balfour (present for consideration of items 7.4 to B1.1), Child, Dixon, Keil, Munro, Orr, Ritchie, Robson, Rose (substituting for Councillor Balfour, present for consideration of items 7.1 to 7.3) and Tymkewycz.

1. Minute

Decision

To approve the minute of the Governance, Risk and Best Value Committee of 18 August 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 request that the report requested within Action 4 - Waste Collection, was referred back to GRBV following consideration at the Transport and Environment Committee in November 2016.
- 2) To otherwise note the outstanding actions.

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

3. Work Programme

Decision

To approve the Work Programme.

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

4. Whistleblowing Update

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

Decision

- 1) To note the report.

- 2) To request that the information detailed in the Consultation and Engagement section be clarified in future reports as this referred to the overall policy rather than the specifics of the report.

(References – Governance, Risk and Best Value Committee, 21 April 2016 (item 16); report by the Chief Executive, submitted.)

5. Corporate Leadership Team Risk Update

Details were provided of the Corporate Leadership Team's (CLT) prioritised risks as of August 2016 alongside the key controls in place to mitigate these.

Decision

- 1) To review the prioritised risk information for the CLT and to invite relevant officers to discuss key risks as required.
- 2) To note that the Finance and Resources Committee was the Executive Committee with main reporting responsibility for property related matters.
- 3) To request that progress reports on the additional precautionary surveys currently being undertaken in buildings sharing similar design features to those of the PPP1 schools, be referred to the Governance, Risk and Best Value Committee for scrutiny.
- 4) That a workshop be arranged for members to examine the risk register with the appropriate officers in attendance to provide further information.

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

6. Internal Audit Quarterly Update Report – 1 April 2016 to 30 June 2016

The progress of Internal Audit between 1 April and 30 June 2016 was considered.

Decision

- 1) To note the progress of Internal Audit in issuing 10 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 5 reports noted in Appendix 1 of the report to the Audit and Risk Committee of the Edinburgh Integrated Joint Board (IJB) for interest.
- 3) To request that the final report on *Continuous Testing – Stand By, On Call and Disturbance Payments* was referred to the Governance, Risk and Best Value Committee for consideration under the B agenda; the report to include information on outcomes and findings, any management action taken and a detailed proposed action plan.

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

7. Internal Audit Follow-Up Arrangements: Status Report from 1 April 2016 to 30 June 2016

An overview of the status of audit recommendations was considered along with all open audit recommendations past their estimated closure date at 30 June 2016.

Decision

- 1) To note the status of the overdue outstanding recommendations.
- 2) To request a report to the Governance, Risk and Best Value Committee in October 2016 identifying any discrepancies and providing a breakdown of the schedule of rates within the Shared Repairs and Maintenance audit findings.

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

8. City of Edinburgh Council – Report to Those Charged with Governance on the 2015/16 Audit

The principal findings of the external auditor's statutory review of the Council's Annual Accounts were submitted.

Decision

- 1) To note that, following the audit process, an unqualified audit opinion has been issued on the Council's Annual Accounts for 2015/16.
- 2) To refer the audited Annual Accounts for 2015/16 to the Finance and Resources Committee for approval and thereon to Council for noting and to revise by £0.076m the level of in-year under spend transferred to the Council Priorities Fund.
- 3) To note that, following approval by the Finance and Resources Committee, the audited Annual Accounts would be signed and submitted to the external auditor.
- 4) To note the intention to consider the external auditor's more detailed Annual Audit Report at the Governance, Risk and Best Value Committee on 17 November 2016.
- 5) To request that information on the Common Good Fund and the General Fund be included in the full audit report scheduled to be submitted to the Governance, Risk and Best Value Committee on 17 November 2016.

(References – Act of Council No 6 of 30 June 2016 - report by the Acting Executive Director of Resources, submitted.)

9. Capital Monitoring 2015/16 – Outturn and Receipts

The Finance and Resources Committee on 18 August 2016 considered a report which presented the final outturn on the Council's Capital Programme for 2015/16 and included details of the capital receipts and spillage/acceleration on projects within the Capital Investment Programme. The report was referred to the Governance, Risk and Best Value Committee for consideration as part of the workplan.

Decision

To note the report.

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

10. Capital Monitoring 2016/17 – Month Three Position

The Finance and Resources Committee on 18 August 2016 considered a report which set out the overall position of the Council's capital budget at month three and the projected outturn of the year. The report was referred to the Governance, Risk and Best Value Committee for consideration as part of the workplan.

Decision

To note the report.

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

11. Revenue Monitoring 2015/16 – Outturn Report

The Finance and Resources Committee on 18 August 2016 considered a report which set out the provisional 2015/16 revenue outturn position for the Council based on the unaudited financial statements. The report was referred to the Governance, Risk and Best Value Committee for consideration as part of the workplan.

Decision

To note the report.

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

12. Revenue Monitoring 2016/17 – Outturn Report

The Finance and Resources Committee on 18 August 2016 considered a report which set out the projected three month revenue monitoring position for the Council, based on period two data. The report was referred to the Governance, Risk and Best Value Committee for consideration as part of the workplan.

Decision

To note the report.

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

13. Treasury Management – Annual Report 2015/16

The City of Edinburgh Council on 25 August 2016 considered a report on treasury Management activity in 2015/16. The report was referred to the Governance, Risk and Best Value Committee for consideration as part of the workplan.

Decision

To note the report.

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

14. Committee Decisions – Finance and Resources Committee - Item 8.7- Proposed Lease and Conservation Burden at Tron Kirk

The following motion by Councillor Mowat was submitted in terms of Standing Order 16.1:

“To request that the report to the Finance and Resources Committee of 18th August and follow-up report regarding the Lease of the Tron Kirk is remitted to the Governance Risk and Best Value Committee for scrutiny of this matter.”

The motion was seconded by Councillor Balfour.

Decision

To request that the follow up report to the Finance and Resources Committee on the Tron Kirk is referred to the Governance, Risk and Best Value Committee for scrutiny.

(References – Finance and Resources Committee, 18 August 2016 (item 1d) - report by the Acting Executive Director of Resources, 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 item 17 below on the grounds that it involved the disclosure of exempt information as defined in Paragraphs 3, 12 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 March 2015 to 30 June 2016.

Decision

To note the report.

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