

# Item 4.1 - Minutes

## Governance, Risk and Best Value Committee

10.00am, Thursday, 17 November 2016

### Present

Councillors Mowat (Convener), Child, Dixon, Keil, Main, Munro, Orr, Redpath, Robson, Ross (substituting for Councillor Ritchie) Tymkewycz and Whyte (substituting for Councillor Balfour).

### 1. Minute

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#### Decision

To approve the minute of the Governance, Risk and Best Value Committee of 24 October 2016 as a correct record.

### 2. Outstanding Actions

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

#### Decision

- 1) To agree to close items 3, 4, 11, 12 and 16.
- 2) To adjust the expected completion date for action 14 to March 2017.
- 3) To note the remaining outstanding actions.

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

### 3. Work Programme

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#### Decision

- 1) To clarify the expected date for the report Property Conservation – Legacy Closure Programme and Defect Costs.
- 2) To otherwise note the work programme.

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

## 4. Common Good Audited Accounts 2015/16

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Details were provided on the accounting treatment of Common Good related transactions as requested at the Governance, Risk and Best Value Committee of 26 September 2016.

### Decision

- 1) To note the report.
- 2) To note that Common Good-related matters would continue to be reported to the Finance and Resources Committee, unless policy decisions were required in which circumstance the matter would be reported to the Corporate Policy and Strategy Committee.
- 3) To request a briefing note to members of the Governance, Risk and Best Value Committee on the value of assets listed on the Common Good Register.
- 4) To investigate checks and controls in place for all Common Good Accounts.

(References – Governance, Risk and Best Value Committee, 26 September 2016 (item 8) - report by the Acting Executive Director of Resources, submitted.)

## 5. New External Audit Arrangements

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The Committee considered a background report on the Council's new external auditor, Scott-Moncrieff, which included information on their previous experience and audit approach.

### Decision

- 1) To note the content of the report 'City of Edinburgh Council – An Introduction to Scott-Moncrieff 2016/17 – 2020/21'
- 2) To re-affirm the Council's commitment to achieving a good working and professional relationship.
- 3) To welcomes the appointment of Scott-Moncrieff as external auditor to the City of Edinburgh Council.

(Reference – report by the Interim Head of Strategy and Insight, submitted.)

## 6. Emergency Repairs: processes to approve and pay framework contractor invoices

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The control framework in place for the approval and payment of invoices at the Emergency Repairs Service was considered with the results of the internal audit review of current practice.

### Decision

- 1) To note the report.

- 2) To request the policies and procedures under which the new service operates and information on the checks in place to ensure staff adhere to these were circulated to members of the Governance, Risk and Best Value Committee.
- 3) To include an update on the new IT system in the quarterly report to be considered at the Governance, Risk and Best value Committee in April 2017.

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

## **7. Waste and Cleansing Improvement Plan**

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An update was provided on the Waste and Cleansing Improvement Plan and assurances of the plans robustness provided as requested by the Governance, Risk and Best Value Committee on 3 March 2016.

### **Decision**

- 1) To note the Waste and Cleansing Improvement Plan.
- 2) To note the intention to give presentations on the Improvement Plan to Neighbourhood Partnerships, Community Councils, local business forums, Edinburgh World Heritage, Trade Unions and other stakeholders as part of a wider programme of engagement.
- 3) To note the intention to provide progress reports to future meetings of the Transport and Environment Committee.

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

## **8. Capital Monitoring 2016/17 Half Year Position**

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The Finance and Resources Committee on 3 November 2016 considered a report that presented the overall position of the Council's capital budget at the half year position (based on month five data) and the projected outturn for the year. The report was referred to the Governance, Risk and Best Value Committee for consideration as part of the workplan.

### **Decision**

- 1) To note the report.
- 2) To circulate information to members of the Governance, Risk and Best Value Committee on projects experiencing slippage identified in appendix 2 of the report.

(References – Finance and Resources Committee, 3 November 2016 (item 9) - report by the Acting Executive Director or Resources, submitted.)

## 9. Revenue Monitoring 2016/17 Half Year Position

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The Finance and Resources Committee on 3 November 2016 considered a report on the projected overall position for the Council's revenue expenditure budget for 2016/17 at month six, based on analysis of period five data. The report has been referred to the Governance, Risk and Best Value Committee for consideration as part of its workplan.

### **Decision**

- 1) To note the report.
- 2) To provide members of the Governance, Risk and Best Value Committee with a timetable for the Mortonhall refurbishment work.

(References – Finance and Resources Committee, 3 November 2016 (item 10) - report by the Acting Executive Director or Resources, submitted.)