

# Item 4.1 - Minutes

## Governance, Risk and Best Value Committee

10.00am, Thursday, 2 February 2017

### Present

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

### 1. Minute

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#### Decision

To approve the minute of the Governance, Risk and Best Value Committee of 22 December 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 9, 14 and 15.
- 2) To update the expected completion date for item 2 – *Internal Audit and Risk Service: Delivery Model Update* following the appointment of the Chief Risk Officer and Chief Internal Auditor.
- 3) To update the expected completion date for item 12 – *Internal Update Follow Up Arrangements: status report from 1 July 2016 to 30 September 2016* to March 2017 as consideration of the report was deferred.
- 4) To note the remaining outstanding actions.

(Reference – Outstanding Actions – February 2017, submitted.)

### 3. Work Programme

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#### Decision

To note the work programme.

(Reference – Governance, Risk and Best Value Work Programme – February 2017, submitted.)

## 4. Communities and Families Assurance Framework Pilot

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The key themes from the programme of audit visits were presented with recommendations to facilitate improvement in Communities and Families establishments' control environments.

### Decision

- 1) To note the report.
- 2) To request that any reports to the Education, Children and Families Committee on monitoring of Pupil Equity Funding were referred to the Governance, Risk and Best Value Committee.
- 3) To commend the work of Internal Audit and head teachers on the assurance framework and that the Convener writes to the Convener of Education, Children and Families Committee recommending that this approach was adopted as best practise, monitored by the Education, Children and Families Committee.

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

### Declaration of Interest

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.

## 5. Pride in Our People and Key Engagement Activity Update 2016/17

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An update was provided on the employee engagement programme which aimed to support the Councils vision and goals.

### Decision

To note the changes and progress made over the past 12 months.

(References – Governance, Risk and Best Value Committee, 19 October 2015 (item 4); report by the Acting Executive Director of Resources, submitted.)

## 6. Revenue Monitoring 2016/17 – Month Nine Position

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The Finance and Resources Committee on 19 January 2017 considered a report which set out the projected third quarter revenue monitoring position for the Council, based on period eight data. The report was referred to the Governance, Risk and Best Value Committee for consideration as part of the work programme.

### Decision

To note the report.

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

## 7. Capital Monitoring 2016/17 – Month Nine Position

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The Finance and Resources Committee on 19 January 2017 considered a report which set out the overall position of the Council's capital budget at the nine month stage,

based on analysis of the period seven and eight data. The report was referred to the Governance, Risk and Best Value Committee for consideration as part of the work programme.

### **Decision**

To note the report.

(References – Finance and Resources Committee, 29 October 2015 (item 7); report by the Acting Executive Director of Resources, submitted.)

## **8. Report by the Accounts Commission – Local Government in Scotland: Financial Overview 2015/16**

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The Finance and Resources Committee on 19 January 2017 considered a report by the Accounts Commission that provided a high-level overview of Councils' income and expenditure in 2015/16 and placed these within the context of recent years trends. The report also examined the financial outlook for Councils at the end of 2015/16 and outlined a number of specific factors for consideration in assessing future spending plans. The report was referred to the Governance, Risk and Best Value Committee for consideration as part of the work programme.

### **Decision**

- 1) To note the report.
- 2) To request that the questions for councillors highlighted throughout the Financial Overview Report were incorporated into induction training for new councillors.

(References – Finance and Resources Committee, 1 December 2016 (item 11); report by the Acting Executive Director of Resources, submitted.)

## **9. Edinburgh Shared Repairs Service (ESRS) Update and Property Conservation – Progress Report**

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The Property Sub-Committee on 30 January 2017 considered a report that provided details of the progress, to December 2016, of the Edinburgh Shared Repairs Service (ESRS), outlined progress with the closure of the former Property Conservation Service and detailed the results of a consultation on the requirement for new or amended legislation to encourage private owners to undertake maintenance and repairs to common elements of tenement properties. The report was referred to the Governance, Risk and Best Value Committee for consideration.

### **Decision**

To note the report.

(References – Act of Council No 3 of 12 February 2016 - report by the Acting Executive Director of Resources, submitted.)

## 10. Property Conservation – Project Closure Review

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The proposed terms of reference for the Internal Audit project closure review were considered as requested at the Governance, Risk and Best Value Committee of 22 December 2016.

### **Decision**

To approve the proposed terms of reference for the planned 'Project Closure' review to be conducted by Internal Audit.

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

### **Note of Dissent**

Councillor Tymkewczyk asked that his dissent be noted in relation to the decision for this item.