

# Item 4.1 - Minutes

## Governance, Risk and Best Value Committee

10.00am, Tuesday, 30 October 2018

### Present

Councillors Mowat (Convener), Main (Vice-Convener), Bird, Jim Campbell, Doggart, Howie, Lang, Munro, and Watt.

### 1. Minute

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#### Decision

To approve the minute of 25 September 2018 as a correct record.

### 2. Outstanding Actions

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

#### Decision

- 1) To agree to close the following Actions:
  - Action 3(2)** – Governance of Major Projects: progress report
  - Action 6(2)** – Internal Audit: Overdue Recommendations and Late Management Responses
  - Action 10** – Change Portfolio
  - Action 14** – Revenue Monitoring 2017/18 – Outturn Report
  - Action 17(1)** – City of Edinburgh Council – 2017/18 Annual Audit Report to the Council and the Controller of Audit

- 2) To otherwise note the outstanding actions.

(Reference – Outstanding Actions – 30 October 2018, submitted.)

### 3. Work Programme

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#### Decision

- 1) To note that a performance update on the garden waste charge, including the implementation of the new collection process, would be considered by the Transport and Environment Committee in December and should be referred to this committee.
- 2) To otherwise note the Work Programme.

(Reference – Governance, Risk and Best Value Committee Work Programme – 30 October 2018, submitted.)

### 4. Quarterly Status Update – ICT Programme

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The quarterly progress update for the City of Edinburgh Council's ICT programme of work was provided. Details were provided of the joint work between the Council and its ICT partner, CGI, to increase the pace of delivery to improve core ICT services, achieve continuous improvement and progress the associated major systems changes and developments which would better enable and enhance citizen facing services and the internal business operations of the Council.

#### Decision

- 1) To note the quarterly update.
- 2) To agree that future reports would include benchmarking data for Priority 3 and 4 incidents and a graphical representation of management information.
- 3) To request a briefing note on the history of the Council's use of the MyGovScotland portal for and future plans.

#### Declaration of Interests

Councillor Main declared a non-financial interest in this item as the parent of a pupil at James Gillespie's High School.

(References – Governance, Risk and Best Value Committee, 31 July 2018 (item 8); report by the Executive Director of Resources, submitted.)

### 5. Annual Assurance Schedule – Resources

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The Resources Directorate Annual Assurance Schedule was presented. Details were also provided of progress in developing an action plan to improve internal controls.

#### Decision

- 1) To note the Resources Directorate annual assurance schedule.
- 2) To note that an action plan was being developed to respond to the issues identified in the annual assurance statement, which would be combined with

other directorate plans to provide a composite action plan for reporting to the Corporate Policy and Strategy Committee.

- 3) To agree that a briefing note on payroll overpayments would be circulated to members.

(References – Governance, Risk and Best Value Committee, 31 July 2018 (item 4); report by the Executive Director of Resources, submitted.)

## **6. Internal Audit: Training Attendance and Feedback**

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An update was provided on attendance at Internal Audit training sessions delivered between June and October 2018 and details were provided on analysis of post training survey responses confirming the level of understanding of the key training objectives.

### **Decision**

- 1) To note training attendance levels.
- 2) To note that a further training session was planned for 22 October 2018 to cover those members of the target audience who had not yet attended and that executive directors had confirmed that they would ensure that attendance was prioritised by their team members.
- 3) To note the feedback received on the quality of training delivered.
- 4) To agree that the training materials would be shared with committee members.

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

## **7. Edinburgh Health and Social Care Partnership: Internal Audit Update Report and Assurance Arrangements**

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Details were provided of actions that were underway to address internal audit assurance challenges and associated risks affecting health and social care services in Edinburgh.

### **Decision**

- 1) To note that the Internal Audit Team was currently reviewing a significant quantity of evidence provided by the Edinburgh Health and Social Care Partnership and Council directorates/divisions to support the closure of open and overdue findings during August 2018. A five-week window (to 5 October 2018) had been given to services to address and resolve any subsequent Internal Audit queries raised, prior to findings being formally recorded as overdue.
- 2) To note current governance and assurance arrangements in place for progressing all historic, current and new internal risk findings.

- 3) To note the status update for all overdue Internal Audit items for the Edinburgh Health and Social Care Partnership and the Edinburgh Integration Joint Board.
- 4) To agree that consideration would be given to quantifying the positive financial impact of resolving gaps in current controls and this would be taken into account in the forthcoming Action Plan in December 2018.

(Reference – report by the Chief Officer, Edinburgh Health and Social Care Partnership, submitted.)

## **8. Asset Management Strategy Transformation Programme – Update**

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The Finance and Resources Committee had considered a report which set out an overview of the original Asset Management Strategy in the context of the changes that had taken place over the past three years and the forecast future requirement for significant new build, over the next three-year period. The report had been referred to the Governance, Risk and Best Value Committee for scrutiny.

### **Decision**

To note the report by the Executive Director of Resources.

(References – Finance and Resources Committee, 27 September 2018 (item 2); referral from the Finance and Resources Committee, submitted.)

## **9. School and Early Years Playgrounds Development – referral from the Education, Children and Families Committee**

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The Education, Children and Families Committee had considered a report setting out proposals for the development and improvement of playgrounds within schools and early learning establishments across the City. The report had been referred to the Governance, Risk and Best Value Committee for consideration.

### **Decision**

To note the report by the Executive Director for Communities and Families.

(References – Education, Children and Families Committee, 9 October 2018; referral from the Education, Children and Families Committee, submitted.)

## **10. Resolution to Consider in Private**

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The Committee, under Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting for the following item of business on the grounds that it involved the disclosure of exempt information as defined in paragraph 14 of Part 1 of Schedule 7(A) of the Act.

## **11. Delivery of the New Boroughmuir High School – Post-Project Review – referral from the Education, Children and Families Committee**

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The Education, Children and Families Committee had considered a report on the post-project review report on the delivery of the new Boroughmuir High School. The report was referred to the Governance, Risk and Best Value Committee for consideration.

### **Decision**

- 1) To note the report by the Executive Director for Communities and Families.
- 2) To agree that the Convener and Vice-Convener would discuss with officers what information on project implementation could be made public.

(References – Education, Children and Families Committee, 9 October 2018; report by the Executive Director for Communities and Families, submitted.)