

## Governance, Risk and Best Value Committee

May 2019

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	01/08/2017	<a href="#">Governance, Risk and Best Value Work Programme – 1 August 2017</a>	To note an investigation report on retention of case records would be reported to the appropriate committee and a timescale for this would be provided as soon as possible.	Executive Director for Communities and Families	April 2019		<p>The internal auditor's investigation is still ongoing therefore it may take a few months before an update is provided.</p> <p>The Executive Director for Communities and Families will provide an update once the Chief Internal Auditor's investigation is concluded.</p> <p>The final audit report would be</p>

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							referred from the Corporate Policy and Strategy Committee to GRBV.
2	01/08/2017	<a href="#">Employee Engagement Update 2017</a>	To request the action plan drafted following the 2017 employee survey was reported to GRBV for scrutiny and approval prior to implementation	Chief Executive	June 2019 <del>March 2019</del>		<p><u>5 April 2019</u> This is being reported to the Corporate Policy and Strategy Committee on 14 May 2019 and thereafter referred to this Committee</p> <p><u>15 January 2019</u> A report is to be submitted to the Corporate Policy and Strategy Committee in February 2019 and thereafter referred to this Committee</p>
3	26/09/2017	<a href="#">Principles to</a>	To accept the high-level	Chief Internal	September		

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		<a href="#">Govern the Working Relationships between the City of Edinburgh Council Governance, Risk and Best Value Committee and the Edinburgh Integrated Joint Board Audit and Risk Committee</a>	principles subject to further information on how elected members could best engage with the process.	Auditor	2019 <del>January 2019</del> <del>November 2017</del>		
4	31/07/18	<a href="#">Internal Audit Opinion and Annual Report for the Year Ended 31 March 2018</a>	To request that each Director bring forward a plan on how they will strengthen the control environment within their Directorate and in future include reference to this within each Director's assurance statement.	Chief Executive and all Executive Directors	June 2019 <del>19 March 2019</del>		Assurance schedules will be reported as follows:  Resources – 30 October 2018  Place – 27 November 2018  Communities and Families – 15 January 2019  Chief Executive

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							(Strategy and Communications) – 19 February 2019  Edinburgh Health & Social Care Partnership – <del>19 March 2019</del> June 2019
5	31/07/18	<a href="#">Expansion of Early Learning and Childcare from 600 – 1140 hours by 2020. Audit Scotland Report and Risks</a>	To ask the Chief Executive to submit a report to the Edinburgh Partnership on workforce planning.	Chief Executive	June 2019		A report is scheduled to go to the Education, Children and Families Committee in March 2019 and will be reported to the Edinburgh Partnership thereafter.
6	28/08/18	<a href="#">Committee Reporting</a>	To request a report by the end of 2019 to monitor the impact of the steps taken	Chief Executive	December 2019		

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			to improve the process.				
7	25/09/18	<a href="#">City of Edinburgh Council – 2017/18 Annual Audit Report to the Council and the Controller of Audit</a>	<p>1) To agree that Place Directorate would provide a briefing note to members on the housing issues in the report.</p> <p>2) To agree that a report be brought back to committee to provide a progress update on the Roads Improvement Programme.</p> <p>3) To agree that the Governance, Risk and Best Value Committee Work Programme would be updated to include two overview reports; one on Housing and one on Health and Social Care, covering outstanding</p>	<p>Executive Director of Place</p> <p>Executive Director of Place</p> <p>Chief Executive and Executive Director of Place</p>	<p>October 2018</p> <p>January 2019</p> <p>June 2019 <del>March 2019</del></p>		<p>1. <b>CLOSED</b> – briefing circulated to GRBV members on 12 October 2018.</p> <p>2. <b>CLOSED</b> – Roads Improvement Plan progress update on the agenda for January 2019.</p> <p><u>March 2019</u> (Update) The Health and Social Care overview report will now be submitted in June 2019</p> <p>----- Overview reports</p>

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			audit issues and the direction of travel. The Health and Social Care report was expected to include details of Integration Joint Board (IJB) governance and the responsibilities of the IJB and the Council.				<del>on Health and Social Care and Housing report will be submitted in March 2019.</del>
8	30/10/18	Delivery of the New Boroughmuir High School – Post-Project Review (B agenda report)	That the Convener and Vice-Convener would discuss with officers what information on project implementation could be made public.	Convener/Vice-Convener	March 2019		Convener and Vice-Convener have been in discussion with officials regarding this matter.
9	27/11/18	<a href="#">Corporate Governance Framework Self-Assessment 2017/18</a>	That the Convener would write to the Conveners of the Council’s Executive Committees to ask that committees seek	Convener	March 2019		<b>Recommended for closure</b> – letter has been issued.

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			assurance from officers that Internal Audit recommendations were being actioned.				
10	15/01/19	<a href="#">Capital Monitoring 2018/19 – Half Year Position – referral from the Finance and Resources Committee</a>	To agree that the briefing note which had been circulated to members of the Finance and Resources Committee on Active Travel projects be circulated to members of this Committee.	Executive Director of Place	March 2019		The briefing has not yet been issued to members of the Finance and Resources Committee
11	15/01/19	<a href="#">Internal Audit: Overdue Findings and Late Management Responses as at 23 November 2018</a>	<p>1) To agree that a report be provided which detailed how the Corporate Management Team would take forward historic items.</p> <p>2) To agree that the film on internal</p>	Executive Director of Resources	May 2019		<b>Recommended for closure</b> – report is on the agenda for May 2019.
				Executive Director of		15 January 2019	

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			<p>audit, which had been presented to the Committee, be circulated to all members of the Council</p> <p>3) To agree that an update be provided to members on the current position with Action 9 – Drivers Pre-employment and ongoing checks – Council Drivers.</p>	<p>Resources</p> <p>Executive Director of Resources</p>		15 January 2019	<p>CLOSED</p> <p>CLOSED</p>
12	15/01/19	<a href="#">Roads Services Improvement Plan</a>	To agree that an update be submitted in October 2019 following the meeting of the Transport and Environment Committee.	Executive Director of Place	October 2019		
13	15/01/19	<a href="#">Garden Waste Bin Collection Project: What Worked Well and Lessons Learned – referral</a>	To ask that a briefing note be circulated providing details of vehicles, overtime and staffing.	Executive Director of Place	February 2019 (Awaiting update)		



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		<a href="#">from the Transport and Environment Committee</a>					
14	19.02.19	<a href="#">Revenue Monitoring 2018-19 - Month Nine Position - referral from the Finance and Resources Committee</a>	<p>To agree that briefing notes would be circulated to Committee members on:</p> <p>a) the demand for home to school travel;</p> <p>b) communications with central Government ministers on the issue of Unaccompanied Asylum Seeking Children;</p> <p>c) the up to date position on income from parking charges.</p>	<p>Executive Director for Communities and Families</p> <p>Executive Director for Communities and Families</p> <p>Executive Director of Place</p>	No specified		<p><b>a) Recommended for closure</b> – briefing note issued on 27 March 2019.</p> <p><b>b) Recommended for closure</b> – briefing note issued on 27 March 2019.</p>

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15	19.03.19	<a href="#">Internal Audit Annual Plan 2019/20</a>	To request an update on the Business Bulletin on how to improve the working relationships with the Third and Independent sectors.	Chief Officer, Edinburgh Health and Social Care Partnership	May 2019		
16	19.03.19	<a href="#">Housing Service – Annual External Audit Follow Up</a>	That a workshop/briefing session would be set up for members on housing issues and their complexities and difficulties, with a briefing paper to follow.	Executive Director of Place	Not specified		
17	19.03.19	<a href="#">The Governance Relationship between the Council and the EIJB</a>	To request details on the Ministerial Strategic Group for Health and Community Care - Review of Progress with Integration of Health and Social Care, and the IJB Governance Review, via the Committee's Business Bulletin.	Chief Officer, Edinburgh Health and Social Care Partnership	May 2019		