

Minutes

Governance, Risk and Best Value Committee

10.00am, Tuesday 24 January 2023

Present

Councillors Campbell (Convener), Bandel, Biagi, Cameron (substituting for Faccenda) (items 1-7), Faccenda (Items 8 onwards) Jenkinson, McVey, Miller, Mowat, Thornley, Younie and Whyte (substituting for Rust).

1. Minutes

Decision

To approve the minute of the Governance, Risk and Best Value Committee of November 2022 as a correct record.

2. Outstanding Actions

Details were provided of the Outstanding Actions arising from decisions taken by the Committee.

Decision

- 1) To agree to close the following actions:
 - 12 (2) – Internal Audit: The Chartered Institute of Internal Auditors - External Quality Assessment
 - 13 - Internal Audit: Open and Overdue IA Findings – Performance Dashboard as at 31 August 2022
 - 16 (1) - Major Investigation Outcome Report (MCEC-19-19) (Private report)
 - 18 - Capital Monitoring 2022-2023 - Month 6 position referral from Finance and Resources Committee
 - 19 (1&2) - Sustainable Capital Strategy – referral from Finance and Resources Committee
- 2) To note an update on Action 3 would be circulated to members after the meeting.

- 3) To request officer budget proposals are circulated with groups, prior to being published for the Finance and Resources Special Meeting.
- 4) To otherwise note the remaining outstanding actions.

(Reference – Outstanding Actions January 2023, submitted.)

3. Work Programme

The Work Programme for January 2023 was presented.

Decision

To note the Work Programme.

(Reference – Work Programme January 2023, submitted.)

4. Business Bulletin

The Committee Business Bulletin for January 2023 was presented.

Decision

To note the Business Bulletin.

(Reference – Business Bulletin January 2023, submitted.)

5. Internal Audit: Open and Overdue Internal Audit Actions – Performance Dashboard as at 5 December 2022

Updates were provided as at 5 December 2022, where there were a total of 172 open Internal Audit (IA) management actions, 23 of them overdue, an increase of 3 when compared to August 2022 position of 20, but a significant decrease of 105 when compared to the same period last year at 128. Further detail on the status of open and overdue actions as at 5 December 2022 were provided in the open and overdue IA dashboard at Appendix 1 of the report by the Senior Audit Manager.

Decision

- 1) To note the status of open and overdue Internal Audit (IA) actions as at 5 December 2022.
- 2) To refer this paper to the relevant Council Executive committees for ongoing scrutiny of the overdue management actions relevant to their remits.
- 3) To refer this paper to the Edinburgh Integration Joint Board Audit and Assurance Committee for information in relation to the current Health and Social Care Partnership position.

Tuesday, 24th January, 2023

- 4) To note that the management action for the Asset Management Strategy would be reopened and continued to the next committee to allow the Convener of the Finance and Resources Committee, the Executive Director of Place and the Chief Executive to attend to answer questions.
- 5) To note the management update for action 16 does not correspond to the management action, and that the Executive Director of Education and Children's Services would circulate an appropriate update to members.
- 6) To note that Place Directorate would provide a revised completion date and update for actions 10 and 11.

(Reference – report by the Senior Audit Manager, submitted)

6. Internal Audit Update Report: 1 September to 5 December 2022

An updated was provided on the progress of delivery of the 2022/23 Internal Audit (IA) annual plan as well as outlining updates to the 2022/23 plan. The IA risk profile continued to be managed within risk appetite, with mitigating actions in place as required.

Decision

- 1) To note progress with delivery of the 2022/23 Internal Audit (IA) annual plan.
- 2) To approve deferment of the Total Mobile audit into the 2023/24 IA plan and an extension to the number of audit days required to complete the Empowered Learning Programme audit due to commence in Quarter 4.
- 3) To note performance in achieving IA Key Performance Indicators (KPIs).
- 4) To note progress with recommendations and improvement actions arising from the 2021/22 External Quality Assessment (EQA).
- 5) To note outcomes and feedback from end of audit surveys.
- 6) To note the current IA risk profile and action being taken to mitigate risks.
- 7) To note progress with delivery of IA key priorities and ongoing areas of focus.
- 8) To note the SWIFT Application Technology Controls audit report would be referred to the Policy and Sustainability Committee; and to request that regular updates on this work are reported to the Committee.
- 9) To note the link to the Elected Members MyLearning Hub would be recirculated to members.

- 10) To request a Business Bulletin update on discussions with the Convener of the Transport and Environment Committee on setting up an Active Travel Board or forum.

(Reference – report by the Senior Audit Manager, submitted)

6.1. Audit Report: CGI - Security Operations Centre

The Committee in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting during consideration of the following item of business for the reason that it involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 1 of Schedule 7A of the Act.

Decision

Detailed in the Confidential Schedule, signed by the Convener, with reference to this minute.

(Reference – report by the Senior Audit Manager, submitted)

7. Corporate Leadership Team Risk Report as at 28 November 2022

Details were presented on the Council's risk profile as at 28 November 2022, to highlight the most significant risks facing the Council, and key actions being taken in response to those risks. Risk assessments within the paper were based on management's view of the internal and external environments within which the City of Edinburgh Council operates, with subsequent actions considered in the context of the Council's risk appetite.

Decision

- 1) To note the risk profile as at 28 November 2022, which reflected the most significant risks facing the Council, and key actions being taken in response to those risks.
- 2) To note discussions would take place out with Committee on how the Council's risk appetite and risk ratings are presented in this report.
- 3) To request Business Bulletin updates on setting risk appetite
- 4) To note the Policy and Sustainability Committee would take this work forward.

(References – report by the Interim Executive Directorate of Corporate Services, submitted)

8. Quarterly Status Update – Digital Services

Tuesday, 24th January, 2023

Updates were provided on the quarterly progress of the Council's Digital Services programme of works. The Council and their technology partner, CGI UK Limited, have continued to work in partnership to increase the pace of delivery to improve core digital services, achieve further improvement and progress the associated major systems changes and developments which will further enable and enhance our citizen facing services and the internal business operations of the Council.

Decision

- 1) To note the report.
- 2) To request a table in the next report which tracks changes in volume vs. service availability, to highlight how the service performs with change and how this impacts the end service user.

(References – report by the Interim Executive Directorate of Corporate Services, submitted)

9. Annual Assurance Schedule – Education and Children's Services

Committee was presented with the annual assurance schedule covering 2022/23.

Decision

- 1) To note the report.
- 2) To request a Teams briefing for members on the background of the report.

(References – report by the Executive Directorate of Education and Children's Services, submitted)

10. The EDI Group - annual update for the year ending 31 December 2021 – referral from Housing, Homelessness and Fair Work Committee

On 1 December 2022, the Housing, Homelessness and Fair Work Committee considered a report on The EDI Group - annual update for the year ending 31 December 2021. The report provided an update on the progress of the transition strategy for The EDI Group Limited which aimed to close it and its subsidiary companies and bring their projects and assets into the Council.

Decision

To note the report.

(References – Housing, Homelessness and Fair Work Committee of 1 December 2022 (item 6); referral from the Housing, Homelessness and Fair Work Committee, submitted.)

11. Edinburgh International Conference Centre - annual update for the year ending 31 December 2021 – referral from Housing, Homelessness and Fair Work Committee

On 1 December 2022, the Housing, Homelessness and Fair Work Committee considered a report on the Edinburgh International Conference Centre - annual update for the year ending 31 December 2021. The report provided an update on performance of EICC in the year ending 31 December 2021. The performance reflected ongoing recovery from the significant difficulties that COVID-19 had created for the events and conferencing industry. Overall, EICC made a loss of £35,791, compared to a loss of £1,721,998 in the previous year. EICC's accounts, for 31 December 2021, have been signed-off by its auditor.

Decision

- 1) To note the report.
- 2) To note the Convener would write to the Convener of the Housing, Homelessness and Fair Work Committee to ask for Business Bulletin updates on the progress of the hotel build project.

(References – Housing, Homelessness and Fair Work Committee of 1 December 2022 (item 7); referral from the Housing, Homelessness and Fair Work Committee, submitted.)

12. Whistleblowing Update

A high-level overview of the operation of the Council's whistleblowing service for the quarter 1 July – 30 September 2022 was provided.

Decision

To note the report.

(References – report by the Chief Executive, submitted)

13. Whistleblowing Monitoring Report

The Committee in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting during consideration of the following item of business for the reason that it involved the likely disclosure of exempt information as defined in Paragraphs 1, 12 and 15 of Part 1 of Schedule 7A of the Act.

Decision

Tuesday, 24th January, 2023

Detailed in the Confidential Schedule, signed by the Convener, with reference to this minute.

(References – report by the Chief Executive, submitted)