

Business Bulletin

Governance, Risk and Best Value Committee

10.00am, Tuesday, 9 November 2021

Teams Meeting

Governance, Risk and Best Value Committee

Convener:	Members:	Contact:
<p>Councillor Joanna Mowat</p> 	<p>Councillor Scott Arthur Councillor Lezley Marion Cameron Councillor Jim Campbell Councillor Mary Campbell Councillor Phil Doggart Councillor Gillian Gloyer Councillor Melanie Main Councillor Frank Ross Councillor Norman Work Councillor Ethan Young</p>	<p>Rachel Gentleman Committee Officer 0131 529 4107</p>

Recent news	Background/Contact
<p>The GRBV workplan contained an annual report on Monitoring Council Policies. This was added following consideration of a report on Improving the implementation of Council decision making in August 2018. The report contained 5 key strands including the review of the policy register that is now complete. A follow up report was delayed due to resource constraints and should have remained on the rolling actions log rather than the workplan. The key element of this work was ensuring that Council Directorates disseminated Council and Committee decisions throughout its workforce. The new Governance and Assurance Model provides the opportunity for Corporate Governance and Policy and Insight teams to work with Directorates to ensure a system is in place to efficiently disseminate decisions and to monitor and check this is being implemented. As a result, it is recommended that the report is removed from the workplan and built into the new model.</p> <p>It has also been identified that the Committee Decisions report, Dec 2021 has been included in the workplan in error and should have been removed following consideration of the Review of Political Management Arrangements Report, December 2020. The workplan has been updated to reflect this correction.</p>	<p>Gavin King Head of Democracy, Governance and Resilience, Legal and Assurance, Corporate Services Directorate 0131 529 4239</p>

First Line Governance and Assurance Model – progress update

Each of the Executive Directors has put in place or is in the process of recruiting recurring resource to support the coordination and completion of the activities set out in the report to Committee in August 2021 as follows:

Edinburgh Health and Social Care Partnership

The Partnership Directorate Assurance Officer post has been advertised, with a closing date of the beginning of November. Interviews have been provisionally scheduled for mid-November and, if recruitment is successful, the new post holder is likely to start in early January at the earliest.

The Directorate's Operations Manager is also working to put in place elements of the governance and assurance model that are not dependent on the recruitment of the Assurance Officer and these will be in place by the end of November.

Corporate Services

The Directorate Assurance Officer post for the Corporate Services Directorate was advertised externally and the vacancy closed on Tuesday 19 October. Interviews will take place during the first week in November, with an appointment being made as soon as possible thereafter. In the interim period, Corporate Services is continuing to utilise the temporary support the Executive Director put in place in October 2020 to sustain progress with audit actions.

Corporate Services is also in the process of implementing other elements of the approved Assurance Framework that are not reliant on the Assurance Office being in post.

Place

The Place Directorate is currently in the final stages of appointing a second Operations Manager to provide dedicated first line governance and assurance support. It is expected that the new postholder will take up their new appointment on 1 November 2021.

A risk prioritisation analysis exercise is currently underway to ensure that the initial priorities of the new Operations Manager are focused on the most significant risks for the Directorate. The Council's Governance team has prepared a comprehensive list of first line governance and risk management activities and this is currently being reviewed and updated for the Directorate. This will also feed into the risk prioritisation exercise.

[Nick Smith](#)

Service Director: Legal and Assurance,
Corporate Services Directorate

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Education and Children's Services

The Directorate is currently advertising for an additional Operations Manager reporting to the interim Executive Director and is working on a Business Case to consider Operational Risk Management in terms of the wider context and capacity of the Directorate. These arrangements have been discussed with the substantive Executive Director, who will join the Council in November.

Organisational Assurance support

Recruitment to the second line team of three Governance officers is ongoing. Given funding pressures on the Corporate Services budget, these posts have been initially approved as fixed-term appointments and further exploration of recurring funding is underway. A comprehensive list of first line governance and risk management activities will be compiled and the business partnering aspects of these roles can be implemented once appointments have been made.

Given that this additional second line capacity has yet to be recruited, it is likely that the design of the assurance reporting framework will now be completed by 30 June 2022, with the first quarterly cycle of reporting on assurance activities through Directorate and the Corporate Leadership Team Risk and Assurance Committees being completed by 30 September 2022. This recognises the time required for the processes and ownership of revised assurance arrangements to more fully embed.

To provide specific support in relation to closure of audit findings, two internal auditors have been seconded for a period of 6 months to the Place Directorate and the Edinburgh Health and Social Care Partnership. Measures have been put in place to ensure independence of Internal Audit is maintained and backfill resource through our co-source Audit partner has been secured.

Forthcoming activities:
