

Housing, Homelessness and Fair Work Committee

10.00am, Thursday, 20 January 2022

Place Services Internal Audit – Actions Update

Executive/routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 Housing, Homelessness and Fair Work Committee is asked to note the progress made on the overdue Internal Audit management actions relating to the Housing Property and Homelessness services and the audit actions, which have been agreed corporately, and which services which sit within the remit of this Committee are working on.

Paul Lawrence

Executive Director of Place

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Report

Place Services Internal Audit – Actions Update

2. Executive Summary

- 2.1 This report sits alongside the referral report from the Governance, Risk and Best Value Committee on 14 December 2021 on overdue findings and provides an update on progress on management actions arising from Internal Audits which specifically relate to services which fall within the remit of this Committee.

3. Background

- 3.1 On 14 December 2021, the Governance, Risk and Best Value Committee considered a report on overdue findings and key performance indicators presented by Internal Audit. This report was based on information prepared 5 November 2021.
- 3.2 This report was referred to Housing, Homelessness and Fair Work Committee for information and is included on this meeting agenda.

4. Main report

- 4.1 The Internal Audit report includes two management actions which relate to Internal Audit CW1910 – Life Safety. These are referenced in Appendix 2 of the original report. Both actions were low rated findings:
- 4.1.1 Issue 4.1.1 - this management action relates to taking a refreshed approach to water risk assessments. The implementation date has been revised to 31/03/2023 to reflect that a new service will be fully operational by the end of calendar year 2021 and therefore to provide a full year of evidence to support action closure.
- 4.1.2 Issue 4.1.2– this management action related to investigating the feasibility of implementing a technology solution to enable recording of the outcomes of fire inspections in low rise buildings where the Council has responsibility. A technology solution has been progressed and Internal Audit have agreed to close this action.
- 4.2 There are a small number of overdue management actions which relate to Internal Audits on Council processes which are being implemented across all Council

Services. These include services within the remit of this Committee. These include:

RES1809 – Supplier Management Framework and CIS Payments

- 4.2.1 Outstanding actions relate to support and guidance for contract managers, and risk assessments for tier 1 and 2 contracts. Evidence has now been submitted for action 1.3(3) and closure is awaiting IA review.

CE1902 – Policy Management Framework

- 4.2.2 Issue 1.2b – relates to a review of the completeness and accuracy of the Council’s policies and online policy register. This action has since been marked as implemented and closure is awaiting Internal Audit review.

CW1702 - Resilience BC

- 4.3.3 The actions under this audit all now have revised implementation dates to recognise that the Council will prepare new Business Impact Assessments once service resumption post COVID-19 is completed and a new Senior Management Structure for the Council has been implemented.

CW1914 -Unsupported Technology (Shadow IT) and End User Computing

- 4.3.3 Issue 2 – relates to second line assurance to confirm that relevant security, information and resilience risks associated with ongoing use of shadow IT and end user computing applications are being effectively managed by directorates and divisions. This will be assessed in line with the assurance process for the 2021/22 financial year.

5. Next Steps

- 5.1 Officers will continue to progress with implementation of management actions arising from Internal Audits and will aim to conclude these within the agreed timescales.

6. Financial impact

- 6.1 There are no financial impacts arising from this report.

7. Stakeholder/Community Impact

- 7.1 None.

8. Background reading/external references

- 8.1 None.

9. Appendices

9.1 None.