

Minutes

Governance, Risk and Best Value Committee

10.00am, Tuesday 14 December 2021

Present

Councillors Mowat (Convener), Arthur, Cameron (from item 3 onwards), Jim Campbell, Mary Campbell, Doggart, Osler (substituting for Councillor Gloyer), Rae (substituting for Councillor Main), Frank Ross, Work and Ethan Young.

1. Minutes

Decision

To approve the minute of the Governance, Risk and Best Value Committee of 9 November 2021 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:
 - Action 4 – Internal Audit Overdue Findings and Key Performance Indicators as at 10 February 2021
 - Action 6 – Whistleblowing Monitoring Report – B Agenda
 - Action 7 (1) – Change Portfolio
 - Action 9 (1) – Work Programme
 - Action 10 – Workforce Insight and Controls - Annual Report – referral from the Finance and Resources Committee
 - Action 12 (3) – Business Bulletin
 - Action 14 – Review of the Effectiveness of Scrutiny of Governance, Risk and Best Value Committee - Implementation of Findings
 - Action 15 (1 & 2) – Sustainable Capital Budget Strategy 2022-2032 – referral from the Finance and Resources Committee
- 2) To otherwise note the remaining outstanding actions.
(Reference – Outstanding Actions 14 December 2021, submitted.)

3. Work Programme

The Work Programme for December 2021 was presented.

Decision

To note the Work Programme.

(Reference – Work Programme 14 December 2021, submitted.)

4. Business Bulletin

The Committee Business Bulletin for December 2021 was presented.

Decision

To note the Business Bulletin.

(Reference – Business Bulletin 14 December 2021, submitted.)

5. Internal Audit: Overdue Findings and Key Performance Indicators as at 5 November 2021

The report confirmed the three-month completion date extension agreed at the September 2021 Committee had now been applied to all open and overdue agreed management actions, with revised dates reflected throughout the report.

Decision

- 1) To note the status of the overdue Internal Audit (IA) findings as at 5 November 2021.
- 2) To note that the three-month completion date extension agreed at the September 2021 Committee reflecting ongoing Covid-19 pressures across the Council had now been applied to all open and overdue agreed management actions.
- 3) To note the status of IA Key Performance Indicators (KPIs) for audits that were either completed or in progress as at 5 November 2021.
- 4) To refer the report to the relevant Council Executive committees for ongoing scrutiny of their relevant overdue management actions.
- 5) To refer the report to the Edinburgh Integration Joint Board Audit and Assurance Committee for information in relation to the current Health and Social Care Partnership position.

(Reference – report by the Chief Internal Auditor, submitted.)

6. Internal Audit Update Report: 1 September to 15 November 2021

Details were provided on the delivery of the 2021/22 IA annual plan, which was shown to be progressing, with 33 of the 41 planned audits (80% of the plan) underway, including 25 (80%) of the 31 audits to be completed across the Council.

Decision

- 1) To note the outcomes of the completed 2021/22 audits.

- 2) To note the progress with delivery of the rebased 2021/22 Internal Audit (IA) plan.
- 3) To note the progress with delivery of IA key priorities and ongoing areas of focus.

(Reference – report by the Chief Internal Auditor, submitted.)

7. Capital Monitoring 2021/22 - Month Six Position – referral from the Finance and Resources Committee

On 9 December 2021, the Finance and Resources Committee considered a report which provided the capital expenditure and funding position as at month six and full-year outturn projections for the 2021/22 financial year and provided explanations for key variances.

Decision

To note the report.

(References – Finance and Resources Committee, 9 December 2021 (item 7); referral from the Finance and Resources Committee, submitted.)

8. Revenue Budget Monitoring 2021/22 – month six position – referral from the Finance and Resources Committee

On 9 December 2021, the Finance and Resources Committee considered a report which updated members on the projected Council-wide revenue budget position for the year based on analysis of month six expenditure and income data.

Decision

To note the report.

(References – Finance and Resources Committee, 9 December 2021 (item 6); referral from the Finance and Resources Committee, submitted.)

9. Corporate Leadership Team Risk Report as at 26 October 2021

The purpose of the report was to present the Council's current enterprise risk profile, as at 26 October 2021, and highlight risks where further action was required (where realistic and possible) to ensure that they were brought within approved strategic risk appetite levels.

Decision

- 1) To note the Council's current enterprise risk profile.
- 2) To progress with the ongoing operational risk management framework pilot and enterprise risk management system procurement.

(Reference – report by the Chief Internal Auditor, submitted.)

10. Council's Risk Appetite Statement – referral from the Policy and Sustainability Committee

On 30 November 2021, the Policy and Sustainability Committee approved a report which set out the Council's risk appetite statement and referred it for information to the Governance, Risk and Best Value Committee.

Decision

To note the report.

(References – Policy and Sustainability Committee, 30 November 2021 (item 21); referral from the Policy and Sustainability Committee, submitted.)

11. Enterprise Risk Management Policy – referral from the Policy and Sustainability Committee

On 30 November 2021, the Policy and Sustainability Committee considered a report which presented the Council's refreshed Enterprise Risk Management Policy for review and approval. It was referred to the Governance, Risk and Best Value Committee for information.

Decision

To note the report.

(References – Policy and Sustainability Committee, 2021 (item 22); referral from the Policy and Sustainability Committee, submitted.)

12. Whistleblowing update

Details were provided on a high-level overview of the operation of the Council's whistleblowing service for the quarter 1 July – 30 September 2021.

Decision

To note the report.

(Reference – report by the Chief Executive, submitted.)

13. Quarterly Status Update – Digital Services

Details were provided on the quarterly progress update upon the Council's Digital Services programme of works.

Decision

To note the progress detailed in the quarterly update.

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

14. Capital Theatres Company Performance Report 2020/21 – referral from the Culture and Communities Committee

On 16 November 2021, the Culture and Communities Committee considered the eighth annual performance report prepared as a requirement of the Services and Funding Agreement process adopted in 2013/14.

Decision

To note the report.

(References – Culture and Communities Committee, 2021 (item 7); referral from the Culture and Communities Committee, submitted.)

15. Edinburgh International Conference Centre – Annual Update for the Year Ending 31 December 2020 – referral from the Housing, Homelessness and Fair Work Committee

On 4 November 2021, the Housing, Homelessness and Fair Work Committee was provided an update on the performance of EICC in the year ending 31 December 2020. The performance reflected the difficulties that COVID-19 had created for the events and conferencing industry.

Decision

To note the report.

(References – Housing, Homelessness and Fair Work Committee, 2021 (item 6); referral from the Housing, Homelessness and Fair Work Committee, submitted.)

16. Community Centres (update)

This report responded to the motion approved at the Governance, Risk and Best Value Committee of 21 September 2021 ‘to request a report within two cycles on how the re-opening of Community Centres was taken forward during the pandemic up to the current date, including feedback from Community Centres themselves and a timeline of activity’.

Decision

- 1) To note that the majority of Council supported community centres were open.
- 2) To note the current Coronavirus (Covid-19) guidance as it applied to community centres.
- 3) To note the positive progress on the phased approach to safely extend the use of community centres in line with Scottish Government guidelines.
- 4) To note the commitment to ongoing consultation and engagement with Management Committees across the city.
- 5) To note the Executive Director of Education and Children’s Services would provide a written response to councillors’ questions regarding Inch Community Centre, feedback from community centre management committees and progress made to improve the responsiveness to new guidance.

(Reference – report by the Executive Director of Education and Children’s Services, submitted.)

17. Internal Audit Update for the Period: 2 May to 14 September 2021 – Referral from the Edinburgh Integration Joint Board Audit and Assurance Committee

On 1 October 2021, the Edinburgh Integration Joint Board (EIJB) Audit and Assurance Committee considered a report which provided details of the progress of Internal Audit (IA) assurance activity on behalf of the EIJB performed by the EIJB's partners (the City of Edinburgh Council and NHS Lothian IA teams).

Decision

To note that the Committee considered the Internal Audit Update for the period: 2 May to 14 September 2021.

(References – Edinburgh Integration Joint Board Audit and Assurance Committee, 2021 (item 10); referral from the Edinburgh Integration Joint Board Audit and Assurance Committee, submitted.)

18. Integration Joint Board – Principles to Underpin Working Relationships between Lothian NHS and IJB Final – Referral from the Edinburgh Integration Joint Board Audit and Assurance Committee

On 12 November 2021, the Edinburgh Integration Joint Board Audit and Assurance Committee considered a report which provided details of the refreshed Principles Underpin Working Relationships between NHS Lothian and the four Lothian Integration Joint Boards.

Decision

To note that the Committee considered the Integration Joint Board – Principles to Underpin Working Relationships between Lothian NHS and IJB.

(References – Edinburgh Integration Joint Board Audit and Assurance Committee, 2021 (item 4); referral from the Edinburgh Integration Joint Board Audit and Assurance Committee, submitted.)

19. 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.

An update provided an overview of the whistleblowing disclosures received and investigation outcome reports completed during the quarter 1 July – 30 September 2021.

Decision

To note the detail of whistleblowing activity for the quarter 1 July – 30 September 2021.

(Reference – report by the Chief Executive, submitted.)

20. North Bridge Refurbishment Update

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 8 and 9 of Part 1 of Schedule 7A of the Act.

At its meeting of 4 May 2021, the Committee considered a report on the Council's Change Portfolio which included an update on the North Bridge Project. The Committee requested a briefing note on the project and subsequently the detailed project update contained in the report.

Decision

To note the update on the North Bridge refurbishment as outlined in Appendix 1 to the report.

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