

Housing, Homelessness and Fair Work Committee

10.00am, Thursday, 24 March 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 as they relate to services within the remit of this Committee.

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 [8 March 2022](#) referral report from the Governance, Risk and Best Value Committee 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 8 March 2022, 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 26 January 2022.
- 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 In previous updates on Internal Audit (IA) management actions, there was one management action relating to an audit of Life Safety which sat within the remit of the Housing, Homelessness and Fair Work Committee.
- 4.2 This audit has recently been reclassified by IA to sit within the remit of Policy and Sustainability Committee. This means that there are no outstanding actions that sit specifically under the remit of this Committee.
- 4.3 However, for completeness an update on this action is provided below:
- 4.3.1 Life Safety - 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 was implemented at the end of 2021 and therefore to provide a full year of evidence to support action closure. Since the last committee meeting, two of the three evidence requirements have been submitted to IA. This includes evidence of progress with completion of risk assessments for higher-risk properties and evidence that outcomes are being centrally recorded and maintained.

- 4.4 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. A number of these have been implemented or closed since the original report was prepared:

RES1809 – Supplier Management Framework and CIS Payments

- 4.4.1 Outstanding actions relate to support and guidance for contract managers, and risk assessments for tier 1 and 2 contracts. All outstanding Place actions have now been agreed as closed by IA.

CE1902 – Policy Management Framework

- 4.4.2 Evidence requirements for remaining actions were re-based by IA in March 2022 and are now being progressed.

CW1702 - Resilience BC

- 4.2.3 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.

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

- 4.2.4 A review of the contractual status of the Place Shadow ICT register has now taken place and action 1.4c has been submitted as implemented for IA review. Action 2.1b requires detail to be incorporated into the Place Assurance return for 2021/22. This action will be marked as implemented when the return is submitted in early April 2022.

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.