

# Addendum by the SNP Group

## Governance, Risk and Best Value Committee

31 October 2024

### Item 8.1 – Internal Audit: Audit outcomes June to October 2024

Adds to the recommendations:

Agrees that the following actions will be taken in relation to these audits, noted below:

1) Security Arrangements for Council Premises

- a. Notes that the management response has not yet been provided and the deadline for this is 31<sup>st</sup> March 2025
- b. Notes with concern the lack of training and support for duty holders, and the lack of central reporting and recording when incidents occur
- c. Notes with further concern that there is no formal process allocating spend when security assets reach end of life.
- d. Agrees that the management actions must provide a detailed and robust plan for budgetary responsibility and prioritising spend to ensure security of buildings, using improved incident data to inform the decision-making process.

2) Safety of Council Operated Heavy Goods Vehicles (HGVs)

- a. Notes that Limited assurance can be provided to confirm that HGV drivers and operational services consistently meet the compliance requirements as required in line with the Council's driving policy.
- b. Agrees to refer this report to the Transport and Environment Committee and recommends that they consider future monitoring of the implementation of management actions, specifically including:
  - i. The Driving for the Council policy is updated and presented to committee in 2025/26
  - ii. Monitoring the establishment of the performance monitoring framework

- iii. Monitoring the reintroduction of Driver Assessor Training and the restoration of ongoing completion of Certificate of Professional Competence (CPC) Training spaced over a five year period.
- iv. Monitoring the improved use of the functionality of the fleet systems to reduce risk and increase compliance.
- v. Monitoring the introduction of safety standards for new vehicles
- vi. Monitoring the introduction of the in-cab system with improved safety features
- vii. Monitoring the process for improved incident and complaint monitoring, and ensuring that the data collected is used effectively to improve safety outcomes.
- viii. Monitoring improved risk management processes.

- c. Agrees to refer this audit to Policy and Sustainability Committee for consideration of Management Action 5.4 on the recommendation regarding drug and alcohol consumption while driving.
- d. Recommends that the Policy and Sustainability hold an engagement session with HR, Internal Audit and the Trade Unions to discuss the findings from the audit and consider options.

### 3) Education Support Provision

- a. Refers this audit to the Education, Children and Families Committee
- b. Recommends that ECF Committee request a closure report to their committee, once the actions have been completed, which includes:
  - i. The completed IIA and the assessment of risks
  - ii. The outcomes of the lessons learned exercise

**Moved by: Councillor Kate Campbell**

**Seconded by:**

# Amendment by the Conservative Group

## Governance, Risk & Best Value Committee

31 October 2024

### Item 8.1 – Internal Audit: Audit outcomes June to October 2024

Refers Internal Audit Report: PL2403 - Safety of Council Operated HGVs to Full Council on November 7<sup>th</sup> 2024, noting;

1. discussions with officers “regarding their strong concerns around the potential use of alcohol or drugs whilst driving for the Council but there are no evidence-based procedures e.g. random or ‘with cause’ drug/alcohol testing to deal with suspected instances.”
2. that in May 2023 the Council took a position that it would not approve drug and alcohol testing at work unless there was a motion at Full Council to reverse this position;
3. that the Audit report details the implications that not having such a policy in place may have on the insurance premiums and that the External Review carried out in 2021 recommends such a policy is put in place and therefore

Agrees:

1. That an amendment to the Drug and Alcohol policy would bring benefits to the Council; and
2. To bring proposals for such an amendment to Policy and Sustainability Committee in two cycles.

**Moved by: Councillor Jo Mowat**

**Seconded by: Councillor Christopher Cowdy**

# Addendum by the SNP Group

## Governance, Risk and Best Value Committee

31 October 2024

### Item 8.4 – Public Performance Scorecard

Adds:

1.1.4 Agrees that future annual reports should cover all the long term data, and that quarterly updates should only cover data that is reported within the previous quarter, and that efforts should be made to consolidate the reporting period across all measures.

**Moved by: Councillor Kate Campbell**

**Seconded by:**

# Addendum by the Liberal Democrat Group

## Governance, Risk and Best Value Committee

31 October 2024

### Item 9.3 – 2023-24 Capital Outturn, Month Three Capital Monitoring and Revised 2024-34 Capital Budget - referral from the Finance and Resources Committee

#### Committee Adds

1.2 Notes and thanks officers for the trialling of I4CE Climate and Nature Emergency Implication measurements under Section 8 of the report, and requests that future reports contain the relevant yearly I4CE measurements listed as an appendix.

Moved by: Cllr Jack Caldwell  
Seconded by: Cllr Louise Young

# Addendum by the SNP Group

## Governance, Risk and Best Value Committee

31 October 2024

### Item 9.8 – Westfield Court - referral from the Housing, Homelessness and Fair Work Committee

Adds to the recommendations:

1.2 Agrees to receive a short, focused report on the boiler upgrades covering these points:

- When the boiler was replaced in 2018, who replaced it?
- Were they experienced and accredited in working with communal heating systems?
- What was the make and model of boiler and how was it chosen?
- What was the make and model of the boiler that was replaced?
- Was a procurement exercise undertaken?
- What work was undertaken to ensure that the existing pipes and boiler were compatible?
- Please provide a table of natural gas use, by volume (rather than by cost) for the heating system each year since 2020
- Please provide a copy of the building condition survey issued to the council in 2021

**Moved by: Councillor Kate Campbell**

**Seconded by:**