

## Governance, Risk and Best Value Committee

10am, Thursday, 29 January 2015

### Present

Councillors Balfour (Convener), Blacklock, Chas Booth (substituting for Councillor Main), Child, Nick Cook (substituting for Councillor Mowat), Griffiths (substituting for Councillor Gardner), Howat, Keil, Lunn, Munro, Orr, Shields and Tymkewycz.

### 1. Minute

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#### Decision

To approve the minute of the Governance, Risk and Best Value Committee of 18 December 2014 as a correct record.

### 2. Outstanding Actions – January 2015

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Details were provided of the outstanding actions arising from decisions taken by the Committee.

#### Decision

To agree to close actions 6 and 31.

(Reference – Outstanding Actions January 2015, submitted.)

### 3. Governance, Risk and Best Value Work Programme – January 2015

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Approval was sought for the Governance, Risk and Best Value Work Programme for January 2015.

#### Decision

- 1) To request that a report comes to Committee within two cycles detailing the extent to which the Council's work under the Freedom of Information (Scotland) Act 2002 and the Environmental Information (Scotland) Regulations 2004 accords with the Scottish Ministers' Code of Practice, and how the process could be simplified and made more effective.

- 2) To ask that a report be submitted to the Governance, Risk and Best Value Committee within two cycles with regard to Lothian Buses, including detail on the shareholder agreement and dividend policy.
- 3) To otherwise approve the work programme.

(Reference – Work Programme January 2015, submitted.)

#### **4. Internal Audit Charter Update**

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Approval was sought for an updated Internal Audit charter, revised in line with guidance issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) to ensure compliance with the Public Sector Internal Audit standards (PSIAS).

##### **Decision**

To approve the updated Internal Audit Charter.

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

#### **5. Risk Management Policy Update**

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Committee considered a report which set out the Council's approach to risk management, and the activities and responsibilities required to ensure that risk management was embedded comprehensively and consistently across the Council.

##### **Decision**

- 1) To note the updated Risk Management Policy.
- 2) To refer the policy to the Corporate Policy and Strategy Committee for approval.

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

#### **6. Welfare Reform - Update**

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Committee was provided with the latest update detailing the Council's actions in relation to Welfare Reform. The report advised Edinburgh was to be included in tranche one of the roll out of Universal Credit, expected to take place between February and April 2015. Information on rent arrears, the under occupancy charge and related mitigation measures, and food banks in Edinburgh was also provided.

##### **Decision**

- 1) To note the Council's ongoing activities relating to Welfare Reform.
- 2) To note the imminent launch of Universal Credit in Edinburgh.

- 3) To note the current projection of overspend on Discretionary Housing Payments.
- 4) To note the current projection of spend on the Council Tax Reduction Scheme.
- 5) To note the current projection on the Scottish Welfare Fund.

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

## **7. Revenue Monitoring 2014-15 – Month Nine Position**

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The Finance and Resources Committee on 15 January 2015 referred a report on the projected nine-month revenue monitoring position for the Council, based on analysis of period seven and eight data. A balanced outturn position for all areas was predicted, aside from the Adult Social Care Budget within Health and Social Care, which was subject to on-going management of a number of service-specific and Council-wide risks and pressures.

### **Decision**

To note the report.

(References – Finance and Resources Committee, 15 January 2015 (item 11); referral report by the Finance and Resources Committee, submitted.)

## **8. Capital Monitoring 2014-15 – Month Nine Position**

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The Finance and Resources Committee on 15 January 2015 referred a report which provided details of the nine month position of the Council's projected borrowing, receipt of grants and capital income. Over the five year period of the capital programme, capital receipts were forecast to match the budget. The Governance, Risk and Best Value Committee had been asked to consider the report as part of its work programme.

### **Decision**

To note the report.

(References – Finance and Resources Committee, 15 January 2015 (item 10); referral report by the Finance and Resources Committee, submitted.)