

Item 5.1 - Outstanding Actions

Governance, Risk and Best Value Committee

December 2016

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	14.11.2013	Tram Project Update	To ask that the Director of Corporate Governance writes to the Scottish Government requesting an update on likely timescales for the tram project inquiry.	Director of Resources	November 2014	December 2016	Inquiry now called by Scottish Government. Verbal Update on Tram project to be provided in 2015. Item 7.3 on December agenda.
2	19/10/2015	Committee Report Process	To investigate technology offered by the new IT provider with a view to improving report format and reducing officer workload. To request a progress report back to Committee in one year.	Chief Executive	March 2017		

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3	21/04/2016	Internal Audit – Audit and Risk Service: Delivery Model Update	To ask that an update report on the internal audit function be provided to the Governance, Risk and Best Value Committee a year after implementation.	Acting Executive Director of Resources	Date TBC		Appointments will be made to the Internal Audit Service following the Legal & Risk organisation review, this will be reported to GRBV in the near future – date TBC
4	21/04/2016	Looked After Children: Transformation Programme Progress Report	To ask that the report into the implementation and effectiveness of the new arrangements be brought to the Governance, Risk and Best Value Committee following consideration by the appropriate committee. This report should be informed by the work carried out by the multi-agency partnership, contain detail of the delivery mechanisms and	Acting Executive Director of Communities and Families	December 2016		This will be considered at E, C&F on 13 December and referred to GRBV for consideration on 22 December 2016. Item 7.8 on December agenda.

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			methods, and focus on outcomes				
5	26/05/16	Spot Checking on the Dissemination of Committee Decisions and Late Committee Reports	To request an update report to the Governance, Risk and Best Value Committee on 2 February 2017.	Chief Executive	March 2017		
6	23/06/16	Recent Developments in Gaelic Education Provision in Edinburgh	<p>1) To request a report to the Education, Children and Families Committee then to the Governance, Risk and Best Value Committee on the Council's current policy for GME access to secondary schools, the corresponding Government policy and an assessment on whether this was being met.</p> <p>2) To request that the current policy for GME</p>	Acting Executive Director of Children and Families	April 2017		<p>The report on GME secondary options will be considered at the Education, Children and Families Committee in March 2017.</p> <p>GME will also be included in a wider catchment area review report – date TBC</p>

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			<p>access to secondary schools was published on the Council website and to review the appropriateness of the distance from school criteria for GME admissions to secondary school. A work-plan of how this would be achieved, including actions in place to avoid any future legal challenge, should be in place by November 2016.</p>				
7	26/09/16	Corporate Leadership Team Risk Update	<p>To request that progress reports on the additional precautionary surveys currently being undertaken in buildings sharing similar design features to those of the PPP1 schools, would be referred to the Governance, Risk and Best Value Committee for</p>	Acting Executive Director of Resources	April 2017		

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			scrutiny.				
8	26/09/16	Internal Audit Quarterly Update Report – 1 April 2016 to 30 June 2016	To request that the final report on Continuous Testing – Stand By, On Call and Disturbance Payments is referred to the Governance, Risk and Best Value Committee for consideration under the B agenda. This should include information on outcomes and findings, any management action taken and a detailed proposed action plan.	Executive Director of Place	December 2016	December 2016	Item 7.1 on December agenda.
9	26/09/16	Motion by Councillor Mowat – Committee Decisions – Finance and resources Committee – Item 8.7 – Proposed	to request that the follow up report to the Finance and Resources Committee on the Tron Kirk is referred to the Governance, Risk and Best Value Committee for scrutiny.	Acting Executive Director of Resources	February 2017	December 2016	Item B1.2 on December agenda.

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		Lease and Conservation Burden at Tron Kirk					
10	24/10/16	The City of Edinburgh Council – 2015/16 Annual Audit Report to members and the Controller of Audit	To request a briefing note to members of the Governance, Risk and Best Value Committee and the Finance and Resources Committee in January 2017 on the changes to funding arrangements from the updated Local Government Accounting Code including specific information on Highways Network Assets.	Acting Executive Director of Resources	March 2018		
11	24/10/16	Home Care and Re-ablement Service Contact Time	To request an update report 6 months after the implementation of the new ICT system for shift allocation.	Chief Officer, Edinburgh Health and Social Care Partnership	Date TBC		

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12	24/10/16	Appendix one of the report - Property Conservation – scope for shared owners, legislative change, ESRS consultation process with owners and Extra Judicial Agreement Process	To note the concerns expressed at the robustness of the extra judicial process and that the Convener with three members of the Governance, Risk and Best Value Committee meet informally with relevant officers to discuss these concerns and a note of the meeting would be reported back to Committee.	Acting Executive Director of Resources	December 2016	December 2016	Meeting took place on 30 November 2016. The note of the meeting will be circulated ahead of the APM on 7 December 2016.
13	17/11/16	Order of Business	To arrange for representatives from Entrepreneurial Spark to deliver presentations on Crisis Recovery and Risk at the December 2016 meeting of the Governance, Risk and Best Value Committee.	Committee Services	February 2017		
14	17/11/16	Common Good Audited Accounts	To request a briefing note to members of the	Acting Executive	December	December	Briefing note circulated to

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		2015/16 – report by the Acting Executive Director of Resources	Governance, Risk and Best Value Committee on the value of assets listed on the Common Good Register.	Director of Resources	2016	2016	members on 8 December 2016 – Recommended for closure.
15	17/11/16	Emergency Repairs: Processes to approve and pay framework contractor invoices – report by the Acting Executive Director of Resources	To request the policies and procedures under which the New Service operates are circulated to members of the Governance, Risk and Best Value Committee and information on the checks in place to ensure staff adhere to these.	Acting Executive Director of Resources	December 2016	December 2016	Committee Services arranged a data room for members over 3 dates in December – recommended for closure.
16	17/11/16	Emergency Repairs: Processes to approve and pay framework contractor invoices – report by the Acting	To include an update on the new IT system in the quarterly report to be considered at the Governance, Risk and Best value Committee In April 2017.	Acting Executive Director of Resources	April 2017		

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		Executive Director of Resources					
17	17/11/16	Capital Monitoring 2016/17 – half year position – referral report from the Finance and Resources Committee	To circulate information to members of the Governance, Risk and Best Value Committee on projects experiencing slippage identified in appendix 2 of the report.	Acting Executive Director of Resources	TBC		
18	17/11/16	Revenue Monitoring 2016/17 – half year position – referral report from the Finance and Resources Committee	To provide members of the Governance, Risk and Best Value Committee with a timetable for the Mortonhall refurbishment work.	Acting Executive Director of Resources	December 2016	December 2016	Briefing note circulated to members on 8 December 2016 – Recommended for closure.