

# Minutes

## Governance, Risk and Best Value Committee

10.00am, Tuesday 4 May 2021

### Present

Councillors Mowat (Convener), Aldridge (substituting for Councillor Gloyer), Bird, Jim Campbell, Child, Dixon, Doggart, Munro (for items 1 to 5), Staniforth and Work.

### 1. Minutes

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#### Decision

To approve the minute of the Governance, Risk and Best Value Committee 23 March 2021 as a correct record.

### 2. Outstanding Actions

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

#### Decision

1) To agree to close the following actions:

**Action 4** – Whistleblowing Monitoring Report – B Agenda

**Action 8** – Annual Assurance Schedule – Place Directorate

**Action 9** – Quarterly Status Update – Digital Services

**Action 12** – Change Portfolio

**Action 14 (2)** – Whistleblowing Monitoring Report – B Agenda

2) To otherwise note the outstanding actions.

(Reference – Outstanding Actions 4 May 2021, submitted.)

### 3. Work Programme

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## **Decision**

To note the Work Programme.

(Reference – Governance, Risk and Best Value Committee Work Programme 4 May 2021, submitted.)

## **4. Business Bulletin**

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The Governance, Risk and Best Value Committee Business Bulletin was presented.

## **Decision**

To note the Business Bulletin.

(Reference – Governance, Risk and Best Value Committee Business Bulletin 4 May 2021, submitted)

## **5. Quarterly Status Update - Digital Services**

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The quarterly progress update for the City of Edinburgh Council's ICT programme of work was provided. Details were provided of the joint work between the Council and its ICT partner, CGI, to increase the pace of delivery to improve core digital services, achieve further improvement and progress the associated major systems changes and developments which would further enable and enhance citizen facing services and the internal business operations of the Council.

## **Decision**

- 1) To note the update.
- 2) To agree to share the data with Committee that showed how many hits there were per page on the Council website and what services citizens were accessing.
- 3) To agree to share the latest update on the InTune Migration with Committee.
- 4) To note that meetings of the Elected Member ICT and Digital Sounding Board would re-commence.

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

## **6. Change Portfolio**

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The Change Board was a specific meeting of the Corporate Leadership Team (CLT) and reported on a six-monthly cycle to the Governance, Risk and Best Value (GRBV) Committee. The Committee received an overview of strategic delivery and the associated risks and issues managed within the Council's Change Portfolio of major Programmes and Projects.

Details were provided of amber status projects in addition to the Red projects as requested by Committee on 21 March 2021.

### **Decision**

- 1) To note the status of the Council's Portfolio of significant projects with an Amber RAG status.
- 2) To agree to provide a briefing note to update Committee on the North Bridge Refurbishment.
- 3) To agree that the Head of Place Management would provide reassurance why the Housing Service Improvement were amber status and details of what plans were in place to progress.
- 4) To agree that the Head of Customer and Digital Services would engage with CGI to ensure there was enough scrutiny on the Communal Bin review
- 5) To note that the foundations and Management Information were in place and information could be extracted for particular areas and to agree that the Head of Customer and Digital Services would assess what information could be provided.
- 6) To request that future iterations of the Change Portfolio report included original target dates, any target dates which were projected and to include details on how many workstreams were within with each project.
- 7) To note that paragraph 4.3 should have read 'Red - the project requires immediate remedial action to achieve objectives, the timeline/cost/objectives are at risk and/or significant obstacles or issues prevent the team and consequently the programme from not meeting plans'.

(References – Governance, Risk and Best Value Committee, 23 March 2021 (item 11); report by the Chief Executive, submitted.)

### **Declaration of Interests**

Councillor Dixon declared a non-financial interest in the above item as Board Member of Edinburgh Leisure.

**Tuesday, 4th May, 2021**