

# Minutes

## Governance, Risk and Best Value Committee

10.00am, Tuesday 29 September 2020

### Present

Councillors Mowat (Convener), Bird, Jim Campbell, Child, Dixon, Doggart, Gloyer (substituting for Councillor Neil Ross), Munro, Rae, Ross, Staniforth and Work.

### 1. Minutes

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#### Decision

To approve the minute of the Governance, Risk and Best Value Committee of 18 August 2020 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 5 (1 & 2)** – Quarterly Status Update – Digital Services Programme

**Action 11** – Decisions Taken under Delegated Power and Operational Decision Making – Covid-19

**Action 13 (2, 6 and 7)** – Internal Audit Annual Opinion for the year ended 31 March 2020

**Action 14 (1 and 2)** – Risk Management: Managing Risk Through Covid-19

2) To otherwise note the outstanding actions.

(Reference – Outstanding Actions 29 September 2020, submitted.)

### 3. Work Programme

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#### Decision

To note the Work Programme.

(Reference – Governance, Risk and Best Value Committee Work Programme 29 September 2020, submitted.)

## **4. Business Bulletin**

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### **Decision**

To note the business bulletin.

(Reference – Governance, Risk and Best Value Committee Business Bulletin 29 September 2020, submitted.)

## **5. Internal Audit Annual Plan 2020-21**

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The draft Internal Audit (IA) plan and supporting IA risk assessment for 2020/21 that outlined the IA assurance to be provided between 1 October 2020 and 31 March 2021 were presented to the Committee for approval.

### **Decision**

- 1) To approve the revised 2020/21 Internal Audit annual plan and supporting risk assessment.
- 2) To note that delivery of the 2020/21 annual plan may need to be paused in the likely event of another significant resilience incident.

(References – Governance, Risk and Best Value Committee, 28 August 2018 (item 12); report by the Chief Internal Auditor, submitted.)

## **6. Revenue Monitoring 2019/20 – outturn report – referral from the Finance and Resources Committee**

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The Finance and Resources Committee had referred a report which set out the provisional 2019/20 revenue outturn position for the Council based on the unaudited annual accounts to the Governance, Risk and Best Value Committee for consideration as part of its work programme.

### **Decision**

To note the report.

(References – Finance and Resources Committee, 27 August 2020 (item 3); referral from the Finance and Resources Committee, submitted.)

## **7. Treasury Management: Annual Report 2019/20 – referral from the Finance and Resources Committee**

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The Finance and Resources Committee had referred a report on Treasury Management: Annual Report 2019/20 to the Governance, Risk and Best Value Committee for scrutiny. The report provided an update on Treasury Management activity in 2019/20.

### **Decision**

To note the report.

(References – Finance and Resources Committee, 27 August 2020 (item 4); referral from the Finance and Resources Committee, submitted.)

## **8. Revenue Budget 2020/21 – Month Three Position**

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Following earlier assessments considered by the Leadership Advisory Panel and Policy and Sustainability Committee on 23 April, 28 May, 25 June and 23 July, the Committee was updated on the estimated cost and income implications of the coronavirus pandemic on the Council and its Arm's-Length External Organisations' (ALEOs') activities.

### **Decision**

- 1) To note the report.
- 2) To agree that the Convener would write to the Convener of the Policy and Sustainability Committee to raise the committee's concerns about whether the review of the IJB Strategic Plan was sufficient and that the response would be included on the Committee Business Bulletin (the draft letter would also be circulated to committee members for comment before it was sent)..
- 3) To request that a copy of the communication with the Cabinet Secretary for Finance at the Scottish Government (referenced at paragraph 2.1.6 of the report) would be circulated to committee members.

(References – Finance and Resources Committee, 27 August 2020 (item 6); report by the Executive Director of Resources, submitted.)

## **9. 2020-30 Capital Budget Strategy – 2020/21 Period 3 Monitoring and Revised Budget Update – referral from the Finance and Resources Committee**

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The Finance and Resources Committee had referred a report on 2020-30 Capital Budget Strategy – 2020/21 Period 3 Monitoring and Revised Budget Update to the Governance, Risk and Best Value Committee for consideration as part of its work programme.

### **Decision**

To note the report.

(References – Finance and Resources Committee, 27 August 2020 (item 10); referral from the Finance and Resources Committee, submitted.)

## **10. Workforce Insight and Controls - Annual Report - referral from the Finance and Resources Committee**

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The Finance and Resources Committee has referred a report on Workforce Insight and Controls - Annual Report to the Governance, Risk and Best Value Committee for consideration as part of its work programme.

### **Decision**

To note the report.

(References – Finance and Resources Committee, 27 August 2020 (item 11); referral from the Finance and Resources Committee, submitted.)

## 11. 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.

It was recognised that the report originally due to be considered by Committee in March 2020, was postponed due to the implementation of lockdown and the pause applied to Committees. Consequently, this report provides GRBV members with an update covering a period of approximately 8 months

### **Decision**

To note the update.

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

## 12. Whistleblowing update

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The Committee considered a high-level overview of the operation of the Council's whistleblowing hotline for the period 1 April to 30 June 2020

### **Decision**

To note the report by the Chief Executive.

(References – report by the Chief Executive, submitted.)

## 13. Whistleblowing Monitoring Update

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The Committee, in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, were requested to exclude the public from the meeting during consideration of the following item of business for the reason that it involved the likely disclosure of exempt information as defined in Paragraphs 1, 12 and 15 of Part 1 of Schedule 7(A) of the Act.

An overview of the disclosures received and investigation outcome reports completed during the period 1 April to 30 June 2020 was provided.

### **Decision**

To note the report by the Chief Executive.

(References – report by the Chief Executive, submitted.)