

Minutes

Governance, Risk and Best Value Committee

10.00am, Tuesday, 4 June 2019

Present

Councillors Mowat (Convener), Bird, Jim Campbell, Kate Campbell, Child (substituting for Councillor Watt), Doggart, Lang, Main, Munro, Rae, and Work.

1. Minute

Decision

To approve the minute of 7 May 2019 as a correct record.

2. Outstanding Actions

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

Decision

1) To agree to close the following Actions:

Action 2 - Employee Engagement Update 2017

Action 9 - Capital Monitoring 2018/19 – Half Year Position – referral from the Finance and Resources Committee

Action 12(c) - Revenue Monitoring 2018-19 - Month Nine Position - referral from the Finance and Resources Committee

Action 13 - Internal Audit Annual Plan 2019/20

2) To otherwise note the outstanding actions.

(Reference – Outstanding Actions – 4 June 2019, submitted.)

3. Work Programme

Decision

To note the Work Programme.

(Reference – Governance, Risk and Best Value Committee Work Programme – 4 June 2019, submitted.)

4. Welfare Reform Annual Report

An update was provided on the Council's ongoing welfare reform activities, which included the implementation of Universal Credit.

Decision

- 1) To note the ongoing work to support Universal Credit (UC) and Welfare Reform, in Edinburgh.
- 2) To note the current spend projections for Discretionary Housing Payments, Council Tax Reduction Scheme and the Scottish Welfare Fund.
- 3) To agree that the Convener would write to the Convener of the Corporate Policy and Strategy Committee recommending that he write to the UK Government requesting assistance to mitigate the impact of welfare reform, and that details, including any responses, would be provided in the Committee's Business Bulletin.

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

5. Quarterly Status Update – Digital Services Programme

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 ICT services, achieve continuous improvement and progress the associated major systems changes and developments which would better enable and enhance citizen facing services and the internal business operations of the Council.

Decision

To note the quarterly update.

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

6. Accounts Commission – Local Government in Scotland: Challenges and Performance 2019 – referral from the Finance and Resources Committee

The Finance and Resources Committee had referred a report from the Accounts Commission "Local Government in Scotland: Challenges and Performance 2019" to the Governance, Risk and Best Value Committee for consideration.

Decision

- 1) To note the joint report by the Chief Executive and the Executive Director of Resources.
- 2) To request a briefing note clarifying the data in Exhibit 4 of the report on the percentage of young people in poverty.
- 3) To agree that the Convener would write to the Convener of the Finance and Resources Committee to recommend that he write to the Scottish Government

conveying the Committee's concerns at the lack of government funding, and that details, including any responses, would be provided in the Committee's Business Bulletin.

(References – Finance and Resources Committee 23 May 2019: referral from the Finance and Resources Committee, submitted.)

7. Accounts Commission – Safeguarding public money: are you getting it right? – referral from the Finance and Resources Committee

The Finance and Resources Committee had referred a report by the Accounts Commission – Safeguarding public money: are you getting it right? to the Governance, Risk and Best Value Committee for consideration.

Decision

- 1) To note the joint report by the Chief Executive and the Executive Director of Resources.
- 2) To request that the Accounts Commission report be circulated to all members of the Council for information, and to recommend that it be included in the training pack for new councillors.
- 3) To agree that the Convener would arrange a meeting with a group of members of the Committee and officers to consider the Councillor checklists and identify any gaps.

(References – Finance and Resources Committee 23 May 2019; referral from the Finance and Resources Committee, submitted.)

8. Workforce Control Annual Report – referral from the Finance and Resources Committee

The Finance and Resources Committee had referred a report which provided a summary of workforce metrics for the core and flexible workforce (agency and overtime), absence, and transformation/redeployment for the 2018 calendar year, to the Governance, Risk and Best Value Committee for consideration as part of its work programme.

Decision

- 1) To note the report by the Executive Director of Resources.
- 2) To agree that the Finance and Resources Committee's Workforce Dashboard report from May 2019 would be circulated to members of the committee.
- 3) To ask the Executive Director of Place for a briefing note on the current use of agency staff within his Directorate, whether this was linked to visitor pressures/festival pressures and whether or not these costs could be quantified.

(References – Finance and Resources Committee 23 May 2019; referral from the Finance and Resources Committee, submitted.)

9. Colleague Opinion Survey 2018 – Action and Engagement Plan – referral from the Corporate Policy and Strategy Committee

The Corporate Policy and Strategy Committee had referred a report detailing the results of a survey carried out with colleagues about their experience of working for the Council and their satisfaction with various aspects of their job, to the Governance, Risk and Best Value Committee for consideration.

Decision

To note the report by the Chief Executive.

(References – Corporate Policy and Strategy Committee, 14 May 2019; referral from the Corporate Policy and Strategy Committee, submitted.)

10. Change Portfolio

An update was provided on delivery and risk of the Council Portfolio of change. Since the last update to Committee in November 2018, the Corporate Leadership Team Change Board had continued to meet monthly to monitor the overall shape and size of the portfolio, manage resource allocation, track project delivery and ensure that benefits were delivered.

Decision

- 1) To note the report by the Chief Executive.
- 2) To agree to an update on the Business Bulletin on the timescale for the Paperless Strategy and Councillors' responsibilities as data controllers.

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

11. Internal Audit Report: Portfolio Governance Framework

Details were provided on the significant progress in relation to management's scrutiny and oversight of the Council's major project portfolio which was evident in comparison to the outcomes of Project Management and Benefits realisation review completed in January 2018.

Decision

- 1) To note the outcomes of the Portfolio Governance Framework Internal Audit (IA) review.
- 2) To recognise that whilst further improvements were required to improve project and portfolio management and governance, significant progress with management scrutiny and oversight of the Council's major project portfolio was evident in comparison to the outcomes of Project Management and Benefits realisation review completed in January 2018.
- 3) To note the progress (as at 17 May 2019) with implementation of the agreed management actions required to support closure of the two High rated findings raised in the January 2018 Project Management and Benefits realisation review

- 4) To note that the outcome of the Zero Waste project would be reported to the Transport and Environment Committee, outlining benefits, investment information and project start and end dates.

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

12. Whistleblowing Update

The Committee considered a high level overview of the operation of the Council's whistleblowing hotline for the period 1 January to 31 March 2019.

Decision

To note the report by the Chief Executive.

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

13. Whistleblowing Monitoring Report

The Committee, in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded 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 January to 31 March 2019 was provided.

Decision

To note the report by the Chief Executive.

(Reference – report by the Chief Executive, submitted)