

# Business Bulletin

## **Governance, Risk and Best Value Committee**

**10.00am, Tuesday, 29 September 2020**

Teams Meeting

# Governance, Risk and Best Value Committee

Convener:	Members:	Contact:
<p>Councillor Joanna Mowat</p> 	<p>Councillor Eleanor Bird            Councillor Jim Campbell            Councillor Maureen Child            Councillor Phil Doggart            Councillor Neil Ross            Councillor Alex Staniforth            Councillor Denis Dixon            Councillor Gordon Munro            Councillor Susan Rae            Councillor Norman Work</p>	<p><a href="#">Lesley Birrell</a>            Committee Officer            0131 529 4240</p> <p><a href="#">Martin Scott</a>            Assistant Committee Officer            0131 529 4237</p>

Recent news	Background
<p><b>Rolling action log – 13.3</b></p> <p>The timetable for the roll out of the digital solution to the Implementation of Assurance Actions and Linkage to Annual Governance Statements is being explored. The Pentana system used for Performance Monitoring offers a potential solution. A webinar to explore functionality and costs is being arranged to ensure the system can meet the Council's requirements in a cost-effective way. A further update including a provisional roll out timetable will be provided following the webinar. Date – Dec 2020.</p> <p><b>Rolling action log – 13.7</b></p> <p>Initial management actions have now been completed and directorates have been provided by Strategy and Communications with service area specific register extracts. Amendments have also been made to templates and internal webpages, this includes the incorporation of updated Integrated Impact Assessment guidance.</p> <p>Each directorate will now review their section to identify out of date and draft documents. A status update will be provided to Strategy and Communications for each document published online, to confirm whether the published version is up-to-date and whether it requires to be submitted to committee for review. Deadlines for submission of information vary for each directorate and run from 31 October 2020 to 31 March 2021.</p>	

A review of definitions of policies, procedures, guidance and templates will be undertaken across all directorates. Documents will be reclassified accordingly and required updates will be implemented by 31 October 2021.

**Forthcoming activities:**

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