

# Minutes

## Governance, Risk and Best Value Committee

10.00am, Tuesday 19 January 2021

### Present

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

### 1. Minutes

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#### Decision

To approve the minute of the Governance, Risk and Best Value Committee of 8 December 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 2** – Committee Reporting

**Action 4** – Annual Assurance Schedule – Place Directorate

**Action 11 (2)** – Internal Audit: Revisiting Internal Audit Extension Timeframes

**Action 15** – Whistleblowing Monitoring Report – B Agenda

- 2) To otherwise note the outstanding actions.

(Reference – Outstanding Actions 19 January 2021, submitted.)

### 3. Work Programme

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#### Decision

To note the Work Programme.

(Reference – Governance, Risk and Best Value Committee Work Programme 19 January 2021, submitted.)

### 4. Annual Assurance Schedule - Communities and Families

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Each year the City of Edinburgh Council requires that Executive Directors complete Certificates of Assurance that represent their view of the effectiveness and

appropriateness of controls in their areas of responsibility. These Certificates support the Annual Governance Statement which is a component part of the authority's Statement of Accounts. The Communities and Families Directorate Annual Assurance Schedule covering 2019/20 was submitted for scrutiny.

### **Decision**

- 1) To note the Communities and Families Directorate annual assurance schedule.
- 2) To agree to provide a briefing note on Lifelong Learning Officers to include the number of Officers who had been active and the work they had undertaken during the pandemic.

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

## **5. Annual Assurance Schedule – Place Directorate**

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Each year the City of Edinburgh Council requires that Executive Directors complete Certificates of Assurance that represent their view of the effectiveness and appropriateness of controls in their areas of responsibility. These Certificates support the Annual Governance Statement which is a component part of the authority's Statement of Accounts. The Place Directorate Annual Assurance Schedule for 2019/20 was presented.

### **Decision**

- 1) To note the Place directorate annual assurance schedule.
- 2) To note the information provided on operational governance arrangements for major projects and transport projects and local place improvements.
- 3) To note that the Place directorate annual assurance schedule 2020-21 would be submitted for scrutiny in 12 months' time.
- 4) To note that under the Budget Summary, on page 22 of the report, the Gross General Fund Budget for the Place Directorate should have read 17% and the Net General Fund Budget should have read 5%.
- 5) To note that the Change Portfolio was on the Committee's Work Programme for March 2021 and would include all major revenue, capital and change projects.
- 6) To agree to share an organisational structure for Roads and Transport Infrastructure with Committee.

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

## **6. Treasury Management Mid-Term Report 2020/21 - referral from the City of Edinburgh Council**

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The City of Edinburgh Council had referred a report which provided an update on Treasury Management Activity undertaken in the first half of 2020/21, to the Governance, Risk and Best Value Committee to consider as part of its work plan.

### **Decision**

To note the report.

(References – City of Edinburgh Council, 10 December 2020 (item 8); referral from the City of Edinburgh Council, submitted.)

## **7. 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 circulate to Committee the Accounts Commission Digital Progress in Local Government report.
- 3) To agree that the Head of Customer and Digital Services would work with Strategy and Communications and the Information Governance Team to consider diary management improvements.

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