

# Notice of meeting and agenda

## Governance, Risk and Best Value Committee

**10.00 am Tuesday, 23rd March, 2021**

Virtual Meeting - via Microsoft Teams

This is a public meeting and members of the public are welcome to watch the live webcast on the Council's website.

The law allows the Council to consider some issues in private. Any items under "Private Business" will not be published, although the decisions will be recorded in the minute.

### Contacts

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Tel: 0131 529 4237 / 0131 529 6160

## **1. Order of Business**

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- 1.1 Including any notices of motion and any other items of business submitted as urgent for consideration at the meeting.

## **2. Declaration of Interests**

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- 2.1 Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

## **3. Deputations**

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- 3.1 If any

## **4. Minutes**

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- 4.1 Minute of the Governance, Risk and Best Value Committee of 16 February 2021 – submitted for approval as a correct record 7 - 10

## **5. Outstanding Actions**

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- 5.1 Outstanding Actions – 23 March 2021 11 - 24

## **6. Work Programme**

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- 6.1 Governance, Risk and Best Value Committee Work Programme – 23 March 2021 25 - 32

## **7. Business Bulletin**

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- 7.1 Governance, Risk and Best Value Committee Business Bulletin 33 - 38

## **8. Reports**

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- 8.1 Internal Audit Overdue Findings and Key Performance Indicators as at 10 February 2021 – Report by the Chief Internal Auditor 39 - 150
- 8.2 Internal Audit Update Report: 1 November 2020 to 31 January 2021 – Report by the Chief Internal Auditor 151 - 162

<b>8.3</b>	Internal Audit Annual Plan 2021-22 – Report by the Chief Internal Auditor	163 - 240
<b>8.4</b>	Internal Audit Charter Annual Update 2021/22 – Report by the Chief Internal Auditor	241 - 262
<b>8.5</b>	External Audit Plan 2020/21 – Report by the Chief Executive, the Executive Director of Resources	263 - 322
<b>8.6</b>	Annual Treasury Management Strategy 2021/22 – referral from the City of Edinburgh Council	323 - 356
<b>8.7</b>	Change Portfolio – Report by the Chief Executive	357 - 366
<b>8.8</b>	Corporate Leadership Team Risk Register as at 23 February 2021 – Report by the Chief Executive	367 - 380
<b>8.9</b>	Whistleblowing update – Report by the Chief Executive	381 - 384
<b>8.10</b>	Whistleblowing Annual Report 2020 – Report by the Chief Executive	385 - 402

## **9. Motions**

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- 9.1** None.

## **10. Resolution to consider in private**

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- 10.1** The Committee, is requested under Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the public from the meeting for the following items of business on the grounds that they would involve the disclosure of exempt information as defined in Paragraphs 1, 12 and 15 of Part 1 of Schedule 7A of the Act.

## 11. Private Reports

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|------|--|-----------|
| 11.1 | Internal Audit: Edinburgh Tram Network Supplier Management Arrangements – Report by the Chief Internal Auditor | 403 - 414 |
| 11.2 | Whistleblowing Investigation Report - Gas Safety – Report by the Chief Executive                               | 415 - 448 |
| 11.3 | Gas Service Improvement Plan – Report by the Executive Director of Place                                       | 449 - 464 |
| 11.4 | Whistleblowing Monitoring Report – Report by the Chief Executive   | 465 - 494 |

### Andrew Kerr

Chief Executive

## Committee Members

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Councillor Joanna Mowat (Convener), Councillor Eleanor Bird, Councillor Jim Campbell, Councillor Maureen Child, Councillor Denis Dixon, Councillor Phil Daggart, Councillor Gillian Gloyer, Councillor Gordon Munro, Councillor Susan Rae, Councillor Alex Staniforth and Councillor Norman Work

## Information about the Governance, Risk and Best Value Committee

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The Governance, Risk and Best Value Committee consists of 11 Councillors and is appointed by the City of Edinburgh Council. The meeting will be held by Microsoft Teams and will be webcast live for viewing by members of the public.

## Further information

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If you have any questions about the agenda or meeting arrangements, please contact Natalie Le Couteur / Martin Scott, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 4237 / 0131 529 6160, email [martin.scott@edinburgh.gov.uk](mailto:martin.scott@edinburgh.gov.uk) / [natalie.le.couteur@edinburgh.gov.uk](mailto:natalie.le.couteur@edinburgh.gov.uk).

The agenda, minutes and public reports for this meeting and all the main Council committees can be viewed online by going to <https://democracy.edinburgh.gov.uk/>

## Webcasting of Council meetings

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Any information presented by individuals to the Council at a meeting, in a deputation or otherwise, in addition to forming part of a webcast that will be held as a historical record, will also be held and used by the Council in connection with the relevant matter until that matter is decided or otherwise resolved (including any potential appeals and other connected processes). Thereafter, that information will continue to be held as part of the historical record in accordance with the paragraphs above.

If you have any queries regarding this, and, in particular, if you believe that use and/or storage of any particular information would cause, or be likely to cause, substantial damage or distress to any individual, please contact Committee Services ([committee.services@edinburgh.gov.uk](mailto:committee.services@edinburgh.gov.uk)).