

# Notice of meeting and agenda

## Governance, Risk and Best Value Committee

**10.00 am Tuesday, 8th December, 2020**

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 Any items under "Private Business" will not be published, although the decisions will be recorded in the minute.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. Items of business will be considered at the following times:

Comfort Break – 11.30am

Items to 8.7 to 1pm

Lunch 1 – 1.30pm

Item 8.8 - 1.30pm

Item 8.9 starts at 2pm

## 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 3 November 2020 - submitted for approval as a correct record 7 - 12

## 5. Outstanding Actions

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- 5.1 Outstanding Actions – 8 December 2020 13 - 30

## 6. Work Programme

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- 6.1 Governance, Risk and Best Value Committee Work Programme – 8 December 2020 31 - 38

## 7. Business Bulletin

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- 7.1 None.

## 8. Reports

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|-----|--|-----------|
| 8.1 | Internal Audit: Revisiting Internal Audit Extension Timeframes – Report by the Chief Internal Auditor  | 39 - 46   |
| 8.2 | Internal Audit: Overdue Findings and Key Performance Indicators at 30 October 2020 – Report by the Chief Internal Auditor                      | 47 - 150  |
| 8.3 | Internal Audit Update Report: 8 July 2020 to 31 October 2020 – Report by the Chief Internal Auditor  | 151 - 158 |
| 8.4 | Revenue Budget 2020/23: 2020/21 Month Five Position and Framework Assumptions Update - referral from the Finance and Resources Committee       | 159 - 182 |
| 8.5 | 2020-30 Capital Budget Strategy - 2020/21 Period Five Monitoring and Revised Budget Update - referral from the Finance and Resources Committee | 183 - 196 |
| 8.6 | Corporate Leadership Team (CLT) Risk Register – Report by the Chief Executive  | 197 - 206 |
| 8.7 | Best Value Assurance Audit - referral from the Policy and Sustainability Committee   | 207 - 270 |

### **Lunch Break – 1-1:30pm**

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|------|--|-----------|
| 8.8  | Annual Assurance Schedule – Edinburgh Health and Social Care Partnership – Report by the Chief Officer, Edinburgh Health and Social Care Partnership | 271 - 314 |
| 8.9  | Capital Theatres Company Performance Report 2019/20 - referral from the Culture and Communities Committee  | 315 - 326 |
| 8.10 | Edinburgh International Conference Centre - Annual Update - referral from the Housing, Homelessness and Fair Work Committee                          | 327 - 388 |

<b>8.11</b>	The EDI Group – Update Report – referral from the Housing, Homelessness and Fair Work Committee	389 - 436
<b>8.12</b>	Marketing Edinburgh Annual Report 2019/20 – referral from the Housing, Homelessness and Fair Work Committee	437 - 450
<b>8.13</b>	Whistleblowing update – Report by the Chief Executive	451 - 454

## **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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<b>11.1</b>	Whistleblowing Monitoring Report – Report by the Chief Executive	455 - 488
<b>11.2</b>	Addition to the 2020/21 Internal Audit Annual Plan – Report by the Chief Internal Auditor	489 - 492

### **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 Doggart, 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, 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/>

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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.

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