

Work Programme

Governance, Risk and Best Value Committee – 04 June 2024

	Title / description	Sub section	Purpose/Reason	Category or type	Lead officer	Stakeholder	Progress updates	Expected date
1	Internal Audit: Overdue Findings and Key Performance Indicators	Quarterly report	Paper outlines previous issues with follow up of internal audit recommendations, and an overview of the revised process within internal audit to follow up recommendations, including the role of CLG and the Committee	Internal Audi	Head of Internal Audit	Council Wide	Quarterly	September 2024 January 2025 June 2025

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2	Internal Audit Quarterly Activity Report	Quarterly report	Review of quarterly IA activity with focus on high and medium risk findings to allow committee to challenge and request to see further detail on findings or to question relevant officers about findings	Internal Audit	Head of Internal Audit	Council Wide	Quarterly	September 2024 January 2025 June 2025
3	Internal Audit Update	Six months report		Internal Audit	Head of Internal Audit	Council Wide	Six monthly	January 2025
4	IA Annual Report for the Year	Annual report	Review of annual IA activity with overall IA opinion on governance framework of the Council for consideration and challenge by Committee	Internal Audit	Head of Internal Audit	Council Wide	Annually	September 2024

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5	IA Audit Plan for the year	Annual report	Presentation of Risk Based Internal Audit Plan for approval by Committee	Internal Audit	Head of Internal Audit	Council Wide	Annually	March 2025
6	Accounts Commission	Annual report	Local Government in Scotland: Financial Bulletin	External Audit	Executive Director of Corporate Services	Council Wide	Annually	February 2025
7	Accounts Commission	Annual report	Local Government Budgets	External Audit	Executive Director of Corporate Services	Council Wide	Annually	September 2024
8	Annual Audit Plan	Audit Scotland	Annual audit plan	External Audit	Executive Director of Corporate Services	Council Wide	Annually	March 2025
9	City of Edinburgh Council – Annual Audit Report to the Council and the Controller of Audit	Audit Scotland	Annual Audit Report	External Audit	Executive Director of Corporate Services	Council Wide	Annually	September 2024

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10	Internal Audit Charter	Annual Report	Annual Audit Charter	Internal Audit	Executive Director of Corporate Services	Council Wide	Annually	March 2025
Section B – Scrutiny Items								
11	Strategic Programme Board		To ensure major projects undertaken by the Council were being adequately project managed	Major Project	Executive Director of Corporate Services	All	Six- monthly	October 2024 June 2025
12	CLT Risk Report	Risk	Quarterly review of CLT's scrutiny of risk	Risk Management	Executive Director of Corporate Services	Council Wide	Quarterly	September 2024 January 2025 June 2025
13	Revenue Monitoring	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Quarterly	October 2024 February 2025 March 2025
14	Whistleblowing Annual Report	Review	Yearly report Report	Scrutiny	Chief Executive	Internal	Annual	June 2025

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15	Capital Monitoring	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Quarterly	October 2024
16	Revenue Outturn	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	October 2024
17	Capital Outturn and Receipts	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	October 2024
18	Treasury – Strategy report	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	March 2025
19	Treasury – Annual report	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	October 2024
20	Treasury – Mid-term report	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	November 2024

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21	Annual Assurance Schedules	Review	Progress Report	Scrutiny	All Directorates	Council	Annual	May 2025 (Corporate Services & Place) January 2025 (Education and Children's Services)
22	Forth Green Port	Review	Annual Report	Scrutiny	Executive Director of Place	Council Wide	Annual	October 2024
23	Major Projects Update Report	Review	Six Monthly Report	Scrutiny	Executive Director of Place	Council Wide	Six Monthly	November 2024 June 2025
24	Committee Statistics	Review	Annual Report	Scrutiny	Executive Director Corporate Services	Council Wide	Annual	February 2025
25	Annual Assurance Exercise	Review	Annual Report	Scrutiny	Executive Director Corporate Services	Council Wide	Annual	June 2025
Section C – Council Companies								
26	Capital Theatres	Review	Progress Report	Scrutiny	Executive Director of Place	Council Wide	Annual	May 2025

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27	Capital City Partnership	Review	Progress Report	Scrutiny	Executive Director of Place	Council Wide	Annual	November 2024
28	Edinburgh Leisure	Review	Progress Report	Scrutiny	Executive Director of Place	Council Wide	Annual	June 2025
29	Update on Council Transport Arms Length Companies	Review	Progress Report	Scrutiny	Executive Director of Place	Council Wide	Annual	June 2025
30	Edinburgh International Conference Centre	Review	Progress Report	Scrutiny	Executive Director of Place	Council Wide	Annual	January 2025

GRBV Committee Upcoming Reports – 4 June 2024

Appendix 1

Report Title	Type	Flexible/Not Flexible
September 2024		
Annual Performance Report	Executive	Non-flexible
IA: Overdue Findings and Key Performance Indicators		
IA Annual Report and Opinion	Executive	Non- flexible
CLT Risk Register	Executive	Non-flexible
Corporate Governance Code	Executive	Non-flexible
Independent Inquiry and Whistleblowing Culture Review Update	Executive	Flexible
Review of Community Grants Fund	Executive	Flexible
Gorgie Farm Site	Executive	Flexible
Dogs in Cemeteries	Executive	Flexible

HVM Measures	Executive	Flexible
Edinburgh's Winter Festivals Contract	Executive	Flexible
Audit Scotland report - workforce innovation 2023/24	Executive	Flexible
Ad Hoc Mixed Tenure Internal Audit Action Update	Routine	Flexible
Governance of Decision Making - Resource for Medium Term Financial Strategy	Executive	Flexible
Annual Assurance Statement - Corporate Services	Executive	Flexible
Transport ALEO Annual Update	Routine	Flexible