

Work Programme

Governance, Risk and Best Value Committee – 10 August 2021

	Title / description	Sub section	Purpose/Reason	Category or type	Lead officer	Stakeholder	Progress updates	Expected date
1	Internal Audit: Overdue Recommendations and Late Management Responses	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 Audit	Chief Internal Auditor	Council Wide	Quarterly	September 2021 December 2021 March 2022 June 2022
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	Chief Internal Auditor	Council Wide	Quarterly	September 2021 December 2021 March 2022 June 2022

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3	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	Chief Internal Auditor	Council Wide	Annually	August 2022
4	IA Audit Plan for the year	Annual report	Presentation of Risk Based Internal Audit Plan for approval by Committee	Internal Audit	Chief Internal Auditor	Council Wide	Annually	March 2022
5	Accounts Commission	Annual report	Local Government in Scotland: Financial Overview	External Audit	Executive Director of Corporate Services	Council Wide	Annually	February 2022
6	Accounts Commission	Annual report	Local Government in Scotland: Performance and Challenges	External Audit	Executive Director of Corporate Services	Council Wide	Annually	September 2021
7	Annual Audit Plan	Azets	Annual audit plan	External Audit	Executive Director of Corporate Services	Council Wide	Annually	March 2022
8	Annual ISA 260 Audit Report	Azets	Annual Audit Report	External Audit	Executive Director of Corporate Services	Council Wide	Annually	September 2021
9	External Audit Review of Internal Financial Controls	Azets	Interim audit report on Council wide internal financial control framework	External Audit	Executive Director of Corporate Services	Council Wide	Annually	September 2021

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10	IT Audit Report	Azets	Scope agreed during annual external audit planning cycle	External Audit	Executive Director of Corporate Services	Council Wide	Annually	September 2021, as part of the quarterly Status of the ICT Programme Update
11	Internal Audit Charter	Annual Report	Annual Audit Charter	Internal Audit	Executive Director of Corporate Services	Council Wide	Annually	March 2022
Section B – Scrutiny Items								
12	Change Portfolio		To ensure major projects undertaken by the Council were being adequately project managed	Major Project	Director of Corporate Services	All	Six- monthly	September 2021 March 2022
13	Welfare Reform	Review	Update reports to be referred annually by Policy and Sustainability Committee	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	June 2022
14	Review of CLT Risk Scrutiny	Risk	Quarterly review of CLT's scrutiny of risk	Risk Management	Director of Corporate Services	Council Wide	Quarterly	September 2021 December 2021 March 2022 June 2022
15	Whistleblowing Quarterly Report		Quarterly Report	Scrutiny	Director of Corporate Services	Internal	Quarterly	September 2021 December 2021 March 2022 June 2022

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16	Whistleblowing Annual Report		Annual report	Scrutiny	Director of Corporate Services	Internal	Quarterly	March 2022
17	Workforce Control	Staff	Annual report	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	September 2021
18	Committee Decisions	Democracy	Annual report	Scrutiny	Director of Corporate Services	Governance, Risk and Best Value Committee	Annual	December 2021 This was included as part of the Political Management Report being considered at Council on 10 December 2020.
19	Monitoring of Council Policies	Democracy	Annual report	Scrutiny	Director of Corporate Services	Council Wide	Annual	Spring 2021
20	Revenue Monitoring	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Quarterly	September 2021 December 2021 February/March 2022

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21	Capital Monitoring	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Quarterly	September 2021 December 2021 February/March 2022
22	Revenue Outturn	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	September 2021
23	Capital Outturn and Receipts	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	September 2021
24	Treasury – Strategy report	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	March 2022
25	Treasury – Annual report	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	September 2021
26	Treasury – Mid-term report	Review	Progress reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	January 2022
27	Quarterly Status Update - Digital Service Programme	Review	Progress Reports	Scrutiny	Executive Director of Corporate Services	Council Wide	Quarterly	September 2021 December 2021 March 2022 May 2021

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28	Annual Assurance Schedules	Review	Progress Report	Scrutiny	All Directorates	Council	Annual	August 2021 (EIJB) November 2021 (Resources) January 2022 (Place) January 2022 (Education and Children's Services) February 2022 (Corporate Services)
29	Review of the Member/Officer Protocol	Review	Including timescales for submission	Scrutiny	Director of Corporate Services	Council Wide	Flexible	August 2022
Section C – Council Companies								
30	Capital Theatres	Review	Progress Report	Scrutiny	Executive Director of Place	Council Wide	Annual	December 2021
31	Edinburgh Leisure	Review	Progress Report	Scrutiny	Executive Director for Education and Children's Services	Council Wide	Annual	TBC
32	Capital City Partnership	Review	Progress Report	Scrutiny	Executive Director of Place	Council Wide	Annual	June 2022

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33	Transport for Edinburgh	Review	Progress Report	Scrutiny	Executive Director of Place	Council Wide	Annual	September 2021
34	Lothian Buses	Review	Progress Report	Scrutiny	Executive Director of Place	Council Wide	Annual	September 2021
35	Edinburgh Trams	Review	Progress Report	Scrutiny	Executive Director of Place	Council Wide	Annual	September 2021
36	Edinburgh International Conference Centre	Review	Progress Report	Scrutiny	Executive Director of Corporate Services	Council Wide	Annual	December 2021

GRBV Upcoming Reports

Appendix 1

Report Title	Type	Flexible/Not Flexible
September 2021		
Internal Audit: Overdue Recommendations and Late Management Responses	Scrutiny	Flexible
Internal Audit Quarterly Activity Report	Scrutiny	Flexible
City of Edinburgh Council – 2020/21 Annual Audit Report to the Council and the Controller of Audit	Scrutiny	Flexible
Accounts Commission Local Government in Scotland: Performance and Challenges (referral from Policy & Sustainability Committee)	Scrutiny	Flexible
External Audit Review of Internal Financial Controls	Scrutiny	Flexible
2021-31 Sustainable Capital Budget Strategy – Outturn 2020/21 and Revised Budget 2021/22	Scrutiny	Flexible
Revenue Monitoring	Scrutiny	Flexible
Revenue Outturn	Scrutiny	Flexible
IT Audit Report	Scrutiny	Flexible

Change Portfolio	Scrutiny	Flexible
Review of CLT Risk Scrutiny	Scrutiny	Flexible
Whistleblowing Quarterly Report	Scrutiny	Flexible
Workforce Control	Scrutiny	Flexible
Treasury – Annual report	Scrutiny	Flexible
Quarterly Status Update - Digital Service Programme	Scrutiny	Flexible
Principles to govern the working relationship between the City of Edinburgh Council Governance, Risk and Best Value Committee and the Edinburgh Integration Joint Board Audit and Assurance Committee	Scrutiny	Flexible
Transport for Edinburgh	Scrutiny	Flexible
Lothian Buses	Scrutiny	Flexible
Edinburgh Trams	Scrutiny	Flexible