

Notice of Meeting and Agenda Scotland Excel Joint Committee

Date	Time	Venue
Friday, 19 June 2020	10:45	Remotely by MS Teams ,

KENNETH GRAHAM
Clerk

Membership

Councillor John Reynolds and Councillor David Cameron (both Aberdeen City Council); Provost Bill Howatson and Councillor Alastair Bews (Aberdeenshire Council); Councillor Angus Macmillan Douglas (Angus Council); Councillor Rory Colville (Argyll and Bute Council); Councillor Alasdair Rankin and Councillor Graham Hutchison (both City of Edinburgh Council); Councillor Donald Balsillie (Clackmannanshire Council); Provost Norman Macdonald (Comhairle Nan Eilean Siar); Councillor Stephen Thompson (Dumfries and Galloway Council); Bailie Willie Sawers (Dundee City Council); Councillor Gordon Jenkins (East Ayrshire Council); Councillor John Jamieson (East Dunbartonshire Council); Councillor John McMillan (East Lothian Council); Councillor Tony Buchanan (East Renfrewshire Council); Councillor Gary Bouse (Falkirk Council); Councillor Altany Craik and Councillor Ross Vettraino (Fife Council); Bailie Norman MacLeod and Councillor Martin McElroy (both Glasgow City Council); Councillor Alister Mackinnon and Councillor Matthew Reiss (Highland Council); Councillor Jim Clocherty (Inverclyde Council); Councillor Derek Milligan (Midlothian Council); Councillor Aaron McLean (Moray Council); vacant position (North Ayrshire Council); Councillor Paul Di Mascio and Councillor Allan Graham (North Lanarkshire Council); Councillor Barbara Foulkes (Orkney Islands); Councillor Sheila McCole (Perth and Kinross Council); Councillor John Shaw (Renfrewshire Council); Councillor Simon Mountford (Scottish Borders Council); Councillor Amanda Hawick (Shetland Islands Council); Councillor Peter Henderson (South Ayrshire Council); Councillor Eileen Logan and Councillor Collette Stevenson (South Lanarkshire Council); Councillor Alison Laurie (Stirling Council); Councillor Ian Dickson (West Dunbartonshire Council); Councillor John McGinty (West Lothian Council).

Councillor John Shaw (Convener): Councillor Paul Di Mascio (Vice Convener).

Members of the Press and Public

Members of the press and public wishing information in relation to this meeting please contact Elaine Currie, elaine.currie@renfrewshire.gov.uk

Items of business

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

- | | | |
|-----------|--|------------------|
| 1 | Minute of Joint Committee | 5 - 12 |
| | Minute of meeting of the Joint Committee held on 6 December 2019. | |
| 2 | Minutes of Executive Sub-committee | 13 - 44 |
| | Minutes of meetings of the Executive Sub-committee held on 6 December 2019, 31 January, 28 February, 27 March and 29 May 2020. | |
| 3 | Membership of Executive Sub-committee | 45 - 46 |
| | Report by Clerk. | |
| 4 | Scotland Excel Unaudited Annual Accounts 2019/20 | 47 - 86 |
| | Report by Treasurer. | |
| 5 | Internal Audit Report Summary - Contract Strategy | 87 - 92 |
| | Arrangements | |
| | Report by Chief Auditor. | |
| 6 | Internal Audit Annual Report 2019/20 | 93 - 104 |
| | Report by Chief Auditor. | |
| 7 | Review of Scotland Excel Governance | 105 - 106 |
| | Report by Chief Executive of Scotland Excel. | |
| 8 | Financial Impact of COVID-19 Pandemic on Scotland Excel | 107 - 110 |
| | Report by Chief Executive of Scotland Excel. | |
| 9 | Annual Procurement Report | 111 - 160 |
| | Report by Chief Executive of Scotland Excel. | |
| 10 | Operating Plan Update 2019/20 | 161 - 182 |
| | Report by Chief Executive of Scotland Excel. | |
| 11 | Special Leave and Hospitality | 183 - 184 |
| | Report by Chief Executive of Scotland Excel. | |

12 COVID-19 Update

185 - 196

Report by Chief Executive of Scotland Excel.

13 Date of Next Meeting

Note that the next meeting of the Joint Committee will be held at 10.45 am on 11 December 2020.