



NOTICE OF THE MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE

TUESDAY 17 SEPTEMBER 2013, 10.00am
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON

Agenda of Business

Apologies

Declarations of Interest

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.

1. Draft Annual Audit Report to Members of East Lothian Council & the Controller of Audit – Report by Stephen Reid, Director, KPMG LLP **(Pages 1 – 40)**
2. Assurance and Improvement Plan Update 2013-16 **(Pages 41 – 44)**
Report by the Chief Executive
3. Policy and Partnership Service Risk Register **(Pages 45 – 54)**
Report by the Depute Chief Executive - Partnership & Services for Communities
4. Council Resources Service Risk Register **(Pages 55 – 64)**
Report by the Depute Chief Executive - Resources & People Services
5. Managing Early Departures from the Scottish Public Sector (Audit Scotland, May 2013) **(Pages 65 – 98)**
Report by the Depute Chief Executive - Resources & People Services
6. 2013/14 Council Improvement Plan **(Pages 99 – 106)**
Report by the Chief Executive
7. **enjoyleisure** Management Report **(Pages 107 – 116)**
Report by Bill Axon, General Manager, **enjoyleisure**
8. Musselburgh Joint Racing Committee Financial Statement 2012/13
(Pages 117 – 138)
9. Internal Audit Report - Electronic Document and Records Management System (EDRMS) **(Pages 139 – 146)**
Report by the Depute Chief Executive – Resources & People Services

10. Internal Audit Report - Gifts and Hospitality Policy **(Pages 147 – 152)**
Report by the Depute Chief Executive – Resources & People Services
11. Internal Audit Report - Payments to Scottish Water **(Pages 153 – 158)**
Report by the Depute Chief Executive – Resources & People Services
12. Internal Audit Report - Tyne Esk LEADER Programme **(Pages 159 – 166)**
Report by the Depute Chief Executive – Resources & People Services
13. Internal Audit Report - Statutory Performance Indicators 2012/13
(Pages 167 – 172)
Report by the Depute Chief Executive – Resources & People Services
14. Internal Audit Follow-up Reports **(Pages 173 – 180)**
Report by the Depute Chief Executive – Resources & People Services
15. Internal Audit Progress Report 2013/14 **(Pages 181 – 186)**
Report by the Depute Chief Executive – Resources & People Services
16. Annual Work Programme 2013/14 **(Pages 187 – 189)**

**Angela Leitch
Chief Executive
John Muir House
Haddington
9 September 2013**