



NOTICE OF THE MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE

**TUESDAY 20 MAY 2014, 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. Minutes of the Audit & Governance Committee meeting on 18 March 2014 for approval **(Pages 1 – 6)**
2. Interim Management Report (KPMG) **(Pages 7 – 30)**
3. Progress Report on Managing the Workforce **(Pages 31 – 36)**
Report by the Depute Chief Executive - Resources & People Services
4. 2014 Corporate Governance Self-evaluation/Annual Governance Statement **(Pages 37 – 74)**
Report by the Chief Executive
5. Internal Audit Report – Creditors **(Pages 75 – 84)**
Report by the Depute Chief Executive - Resources & People Services
6. Internal Audit Report – Housing Revenue Account **(Pages 85 – 92)**
Report by the Depute Chief Executive - Resources & People Services
7. Internal Audit Report – Journal Processing **(Pages 93 – 100)**
Report by the Depute Chief Executive - Resources & People Services
8. Internal Audit Report – Procurement Scheme of Delegation **(Pages 101 – 106)**
Report by the Depute Chief Executive - Resources & People Services
9. Internal Audit Report – Trading Operations **(Pages 107 – 112)**
Report by the Depute Chief Executive - Resources & People Services

10. Internal Audit Progress Report 2013/14 (**Pages 113 – 118**)
Report by the Depute Chief Executive - Resources & People Services
11. Controls Assurance Statement 2013/14 (**Pages 119 – 122**)
Report by the Internal Audit Manager
12. Internal Audit Report – Whistleblowing 2013/14 (**Pages 123 – 126**)
Report by the Depute Chief Executive - Resources & People Services
13. Internal Audit Report: East Lothian Investments Ltd - Progress Update
(**Pages 127 – 131**)
Report by the Depute Chief Executive – Partnerships & Community Services

NOTE: Access to Information

It is anticipated that the Committee will resolve to exclude the public from Item 12 in terms of paragraph 1 Schedule 7A of the Local Government (Scotland) Act 1973 (information relating to particular employees of the authority). The papers for this item are withheld accordingly.

It is anticipated that the Committee will resolve to exclude the public from Item 13 in terms of paragraphs 3, 4 and 6 of Schedule 7A of the Local Government (Scotland) Act 1973 (information relating to any particular applicant for, recipient or former recipient of a service or financial assistance provided by the Authority; and information concerning the financial or business affairs of any particular person other than the Authority). The papers for this item are withheld accordingly.

**Angela Leitch
Chief Executive
John Muir House
Haddington
13 May 2014**