



NOTICE OF THE MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE

**TUESDAY 20 FEBRUARY 2018, 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 and Governance Committee meeting on 28 November 2017 – for approval **(pages 1 - 12)**
2. Musselburgh Joint Racing Committee – verbal update
3. 2017/18 Annual Audit Plan – Report by Audit Scotland **(pages 13 - 30)**
4. Development Risk Register – Report by the Chief Executive **(pages 31 - 42)**
5. Infrastructure Risk Register – Report by the Chief Executive **(pages 43 - 54)**
6. 2017/18 Council Improvement Plan Monitoring Report - Report by the Depute Chief Executive (Partnerships & Community Services) **(pages 55 - 60)**
7. East Lothian Land Ltd 2016/17 – Report by the Depute Chief Executive (Resources & People Services) **(pages 61 - 66)**
8. Local Government in Scotland: Financial Overview 2016/17 (Accounts Commission, November 2017) – Report by the Depute Chief Executive (Partnerships & Community Services) **(pages 67 - 118)**
9. Internal Audit Report – Performance Bonds – Report by the Depute Chief Executive (Resources & People Services) **(pages 119 - 124)**
10. Internal Audit Report – Overtime – Report by the Depute Chief Executive (Resources & People Services) **(pages 125 - 130)**
11. Internal Audit Report – School Meals Income – Report by the Chief Executive (Resources & People Services) **(pages 131 - 138)**

12. Internal Audit Report – Complaints Handling Procedure – Report by the Chief Executive (Resources & People Services) **(pages 139 - 144)**
13. Internal Audit Report – Council Tax Liability – Report by the Chief Executive (Resources & People Services) **(pages 145 - 150)**
14. Internal Audit Report – National Fraud Initiative – Report by the Chief Executive (Resources & People Services) **(pages 151 - 154)**
15. Internal Audit Follow-up Reports – Report by the Depute Chief Executive (Resources & People Services) **(pages 155 - 160)**
16. Internal Audit Plan 2018/19 – Report by the Depute Chief Executive (Resources & People Services) **(pages 161 - 172)**
17. Internal Audit Progress Report 2017/18 – Report by the Depute Chief Executive (Resources & People Services) **(pages 173 - 179)**

**Angela Leitch
Chief Executive
John Muir House
Haddington
13 February 2018**