



A G E N D A **GOVERNANCE, AUDIT AND SCRUTINY COMMITTEE**

Monday, 27 November 2017
10.00 a.m.

Business	Page Number	Lead	Primary Action Requested
<u>A OPEN AGENDA</u>			
<u>Procedural</u>			
1. Apologies for absence	-	Monitoring Officer/ Secretary	To record
2. Declarations of Interest (Members and Officers)	-	Monitoring Officer/ Secretary	To declare and withdraw if pecuniary
3. Minutes of the meeting of 18 September 2017	(pages 1-12)	Chairperson	To approve
4. Matters arising from the Minutes, other than on the Agenda	-	Chairperson	To raise
<u>Governance</u>			
5. Update: Matters Arising/ Feedback from Fire Authority	(pages 13-18)	Chairperson and Monitoring Officer/ Secretary	To consider and make any recommendations to the HFA
<u>Scrutiny Programme</u>			
6. Scrutiny Programme 2017/18			
6.1 Business Continuity Scoping Discussion	Oral	Chairperson	To consider
6.2 Scrutiny Programme – Implementation of Review Outcomes - Feedback	Oral	Corporate Planning and Performance Manager	To consider
<u>Audit</u>			
7. External Audit:		External Audit (KPMG)	To consider and make any recommendations to the HFA
7.1 Technical Update and Progress Report	(pages 19-40)		

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8.	2017/18 Management Accounts to 30 September 2017	(pages 41-56)	Head of Finance	To consider and make any recommendations to the HFA
9.	Treasury Management Mid-Year Update Report 2017/18 to 30 September 2017	(pages 57-66)	Head of Finance	To consider and make any recommendations to the HFA
10.	2017/18 Annual Accounts Closedown Timetable	(pages 67-72)	Head of Finance	To consider and make any recommendations to the HFA
11.	Internal Audit:		Internal Audit (MIAA)	To consider and make any recommendations to the HFA
	11.1 Internal Audit Update	(pages 73-78)		
	11.2 Workshop Outcomes Review	(pages 79-86)		
<u>Performance, Risk and Programme Management</u>				
12.	Service Performance and Risk Report for the 2 nd Quarter Period July-September 2017	(pages 87-98)	Corporate Planning & Performance Manager	To consider and make any recommendations to the HFA
13.	Health, Safety and Environmental Report for the 2 nd Quarter Period July-September 2017	(pages 99-108)	Director of Service Support	To consider and make any recommendations to the HFA
14.	Absence Management Action Plan & Progress Update	(pages 109-118)	Director of Human Resources	To consider and make any recommendations to the HFA
15.	Inspection of Member Registers	-	All Members	To review
16.	Inspection of Officer Registers	-	All Members	To review
17.	Any Other Business	-	All Members	To raise

Under the Openness of Local Government Bodies Regulations 2014 members of the public may film, record, take photographs or use social networking during Authority and committee meetings that are open to the public. Members of the public who do not wish to be filmed during meetings should make this known to the Monitoring Officer/Secretary prior to the start of the meeting. *The Monitoring Officer/Secretary kindly requests advance warning from anyone wishing to film, record or take photographs during open meetings so that suitable provision can be made.*