

## **A G E N D A**

### **GOVERNANCE, AUDIT AND SCRUTINY COMMITTEE**

**Monday, 5 March 2018**  
**10.00 a.m.**

Business	Page Number	Lead	Primary Action Requested
<b><u>PART A - OPEN AGENDA</u></b>			
<b><u>Procedural</u></b>			
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 29 January 2018	(pages 1-8)	Chairperson	To approve
4. Matters arising from the Minutes, other than on the Agenda	-	Chairperson	To raise
<b><u>Governance</u></b>			
5. Update: Matters Arising/ Feedback from Fire Authority	(pages 9-12)	Chairperson and Monitoring Officer/ Secretary	To consider
6. Pay Policy Statement 2018-19	(pages 13-20)	Director of Human Resources	To consider and make any recommendations to the HFA
7. Gender Pay Gap Report	(pages 21-26)	Director of Human Resources	To receive
<b><u>Scrutiny Programme</u></b>			
8. Scrutiny Programme 2017/18 – Review of Business Continuity – Update	(oral)	Chairperson	To consider and make any recommendations to the HFA
<b><u>Audit</u></b>			
9. Treasury Management and Capital Expenditure Prudential Indicators, Treasury Management Policy Statement 2018/19 and Minimum Revenue Provision (MRP) for 2018/19	(pages 29-60)	Head of Finance	To consider and make any recommendations to the HFA

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10. Internal Audit Update and Draft Internal Audit Plan 2018/19	(pages 61-88)	Internal Audit (MIAA)	To consider and make any recommendations to the HFA
<b><u>Performance, Risk and Programme Management</u></b>			
11. Absence Management	(pages 89-112)	Director of Human Resources	To consider
12. Service Performance and Risk Report - End of the 3rd Quarter 2017–2018 - 1 April – 31 December 2017	(pages 113-122)	Corporate Planning & Performance Manager	To consider and make any recommendations to the HFA
13. Health, Safety and Environmental Quarterly Report - 3rd Quarter 2017/18 - October – December 2017	(pages 123-132)	Director of Service Support	To consider and make any recommendations to the HFA
14. Customer Service Excellence Award 2018	(pages 133-146)	Corporate Planning & Performance Manager	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.*