

PERFORMANCE AND AUDIT COMMITTEE  
Thursday 21 June 2018 at 10.30am  
Board Room, 79 Hopetoun Street, Edinburgh

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## AGENDA

1. **Apologies for Absence**
2. **Declaration of Interest**
3. **Minutes of the Meeting held on 16 March 2018** (paper attached)  
**Confidential Minutes of the Meeting held on 16 March 2018** (paper attached)
4. **Business Arising from Previous Meeting**
  - (i) Action list from meeting held on 16 March 2018 (paper attached)
5. **Priority Items**
  - (i) Annual Accounts – Year to 31 March 2018 (paper attached)
  - (ii) Annual Report to Board of Management (paper attached)
  - (iii) Investors In People Reaccreditation (paper attached)
6. **Performance**
  - (i) **Confidential Item:** Key Performance Indicators - Q4 (Jan-Mar 2018) (paper attached)
  - (ii) Business Strategy Tasks - Q4 (Jan-Mar 2018) (paper attached)
  - (iii) Complaints Update (paper attached)
  - (iv) **Confidential Item:** Development Performance Report (paper attached)
  - (v) **Confidential Item:** Property Services – Year End Report (paper attached)
  - (vi) Annual Return on the Charter (ARC) Update (verbal update)

**7. Internal Audit**

(i) Internal Audit Reports:

(a) Internal Auditor's Annual Report 2017-18

(paper attached)

(ii) Progress Update on Audit Recommendations 2017-18 Q4 (Jan-Mar 2018)

(paper attached)

**8. Policies**

Nil

**9. Risk Management**

(i) Risk Management - Annual Report

(paper attached)

(ii) Risk Register 2017-18 (Mar 2018-June 2018)

(paper attached)

**10. Any Other Business**

(i) **Confidential Item:** Appraisal of External Auditor

(paper attached)

(ii) Appraisal of the Internal Auditor

(verbal update)

**11. Date of Next Meeting - Thursday 16 August 2018 - Edinburgh**