



28 November 2003

NOTICE OF MEETING

A meeting of the **AUDIT COMMITTEE** will be held in the **COUNCIL CHAMBER, KILMORY, LOCHGILPHEAD** on **FRIDAY, 28 NOVEMBER 2003** at **10:30 AM**, which you are requested to attend.

Nigel Stewart
Director of Corporate Services

BUSINESS

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST (IF ANY)**
- 3. MINUTES**
Audit Committee 1 August 2003 (PAGES 1 - 4)
- 4. PROGRESS REPORT ON EXTERNAL AUDIT REPORTS 2000/1**
Report by Internal Audit Manager (PAGES 5 - 8)
- 5. PROGRESS REPORT ON EXTERNAL AUDIT REPORTS 2001/2**
Report by Internal Audit Manager (PAGES 9 - 18)
- 6. EXTERNAL AUDIT REPORTS 2002/3**
Report by Internal Audit Manager (PAGES 19 - 44)
- 7. PMP EXTERNAL AUDIT REPORTS 2002/3**
Report by Internal Audit Manager (PAGES 45 - 68)
- 8. PROGRESS ON INTERNAL AUDIT PLAN 2003/4**
Report by Internal Audit Manager (PAGES 69 - 74)
- 9. AUDIT SCOTLAND FOLLOW UP REVIEW OF INTERNAL AUDIT**
Report by KPMG (PAGES 75 - 76)

10. HMI REPORT 2002/3

Report by Internal Audit Manager (PAGES 77 - 82)

11. THE SMITH REPORT (GUIDANCE FOR LOCAL AUTHORITIES)

Report by Internal Audit Manager (PAGES 83 - 88)

12. MISSION STATEMENT AND TERMS OF REFERENCE

Report by Internal Audit Manager (PAGES 89 - 94)

13. CIPFA - AUDIT COMMITTEE PRINCIPLES IN LOCAL AUTHORITIES IN SCOTLAND

Report by Internal Audit Manager (PAGES 95 - 142)

14. AUDIT OF ANNUAL ACCOUNTS 2002/3: MEMBERS LETTER/AUDIT OF ACCOUNTS AND CERTIFIED ACCOUNTS

Members are requested to bring with them the papers previously circulated for the Council meeting on 26 November 2003

AUDIT COMMITTEE

Vincent Bradbury (Vice-Chairman)	Councillor Donald MacMillan
Councillor John McAlpine	Graham Michie
Councillor Gary Mulvaney (Chairman)	Councillor Elaine Robertson
Councillor John Tacchi	

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