



20 June 2008

NOTICE OF MEETING

A meeting of the **AUDIT COMMITTEE** will be held in the **COUNCIL CHAMBER, KILMORY, LOCHGILPHEAD** on **FRIDAY, 27 JUNE 2008** at **11:00 AM**, which you are requested to attend.

Nigel Stewart
Director of Corporate Services

BUSINESS

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS ON INTEREST (IF ANY)**
3. **MINUTES**
Audit Committee 27 March 2008 (Pages 1 - 4)
4. **COMMUNITY SERVICES - EDUCATION COMPUTER SERVICES REVIEW**
Report by Head of Planning and Performance (Pages 5 - 6)
5. **MANAGING ATTENDANCE**
Report by Head of Personnel Services (Pages 7 - 42)
6. **INTERNAL AUDIT ANNUAL REPORT 2007-2008**
Report by Internal Audit Manager (Pages 43 - 56)
7. **AUDIT COMMITTEE ANNUAL REPORT 2007-2008**
Report by Internal Audit Manager (Pages 57 - 62)
8. **EXTERNAL AND INTERNAL AUDIT REPORT FOLLOW UP 2008-2009**
Report by Internal Audit Manager (to follow)
9. **RISK MANAGEMENT AND BUSINESS CONTINUITY STRATEGY**
Report by Governance and Risk Manager (Pages 63 - 64)

- 10. SUMMARY OF QUARTERLY PERFORMANCE REPORTS**
Report by Chief Executive (Pages 65 - 68)
- 11. AUDIT FOLLOW UP OF ISSUES FROM QUARTERLY PERFORMANCE REPORTS FROM MARCH AUDIT COMMITTEE**
Report by Internal Audit Manager (Pages 69 - 72)
- 12. BRUICHLADDICH PIER**
Extract from Minutes of Economy Policy and Performance Group 13 March 2008
(Pages 73 - 74)
- 13. UNAUDITED ANNUAL ACCOUNTS 2007-2008**
Report by Head of Strategic Finance (to follow)
- 14. REPORT ON 2007-2008 INTERNAL FINANCIAL CONTROL STATEMENT (IFCS)**
Report by Internal Audit Manager (to follow)
- 15. INTERIM MANAGEMENT REPORT**
Report by Grant Thornton, Council's External Auditors (to follow)
- 16. REPORT ON INTERNAL AUDIT**
Report by Grant Thornton, Council's External Auditors (to follow)
- 17. IT SYSTEMS AND APPLICATIONS**
Report by Grant Thornton, Council's External Auditors (to follow)
- 18. INTERNAL AUDIT REPORTS TO AUDIT COMMITTEE**
Report by Internal Audit Manager (to follow)

AUDIT COMMITTEE

Councillor Gordon Chalmers
Councillor Bruce Marshall
Ian M M Ross
Christopher Valentine

Councillor Mary-Jean Devon
Councillor Roderick McCuish
Councillor Ron Simon

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