



10 September 2010

NOTICE OF MEETING

A meeting of the **AUDIT COMMITTEE** will be held in the **COUNCIL CHAMBER, KILMORY, LOCHGILPHEAD** on **FRIDAY, 17 SEPTEMBER 2010** at **11:00 AM**, which you are requested to attend.

Douglas Hendry
Executive Director - Customer Services

BUSINESS

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST (IF ANY)**
- 3. MINUTES**
 - (a) Audit Committee 25 June 2010 (Pages 1 - 8)
 - (b) Audit Committee 11 August 2010 (Pages 9 - 10)
- 4. PERFORMANCE MANAGEMENT**
Report by Head of Improvement and Strategic HR (Pages 11 - 12)
- 5. SERVICE REVIEW OF REGULATORY SERVICES**
Report by Head of Planning and Regulatory Services (Pages 13 - 18)
- 6. ARGYLL AIR SERVICES**
Report by Executive Director – Development and Infrastructure Services (Pages 19 - 20)
- 7. ASSURANCE AND IMPROVEMENT PLAN**
Report by Chief Executive (Pages 21 - 64)

8. **ANNUAL REPORT BY AUDIT COMMITTEE 2009 - 2010**
Report by Internal Audit Manager (Pages 65 - 72)
9. **AUDIT SCOTLAND NATIONAL REPORTS TO AUDIT COMMITTEE 2009 - 2010**
Report by Internal Audit Manager (Pages 73 - 90)
10. **PROGRESS REPORT ON INTERNAL AUDIT PLAN 2010 - 2011**
Report by Internal Audit Manager (Pages 91 - 94)
11. **INTERNAL AUDIT REPORTS TO AUDIT COMMITTEE**
Report by Internal Audit Manager (Pages 95 - 132)
12. **SERVICE REVIEW OF INTERNAL AUDIT**
Report by Internal Audit Manager (Pages 133 - 134)
13. **EXTERNAL AND INTERNAL AUDIT REPORT FOLLOW UP 2010 - 2011**
Report by Internal Audit Manager (Pages 135 - 150)
14. **RISK MANAGEMENT QUARTERLY UPDATE**
Report by Head of Strategic Finance (to follow)
15. **EXTERNAL AUDIT PROGRESS REPORT 2009-2010**
Report by Grant Thornton UK LLP (Pages 151 - 152)
16. **EXTERNAL AUDIT REPORT - CONTRACT MANAGEMENT**
Report by Grant Thornton UK LLP (Pages 153 - 168)
17. **EXTERNAL AUDIT REPORT - ISA 260**
Report by Grant Thornton UK LLP (to follow)
18. **EXTERNAL AUDIT REPORT - 2009/10 ACCOUNTS AUDIT**
Report by Grant Thornton UK LLP (to follow)

AUDIT COMMITTEE

Martin Caldwell
Councillor Daniel Kelly
Councillor Andrew Nisbet
Ian M M Ross (Chair)

Councillor Gordon Chalmers
Councillor David Kinniburgh
Councillor James Robb

Contact: Fiona McCallum

Tel. No. 01546 604406