



25 February 2011

NOTICE OF MEETING

A meeting of the **AUDIT COMMITTEE** will be held in the **COUNCIL CHAMBER, KILMORY, LOCHGILPHEAD** on **FRIDAY, 4 MARCH 2011** 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**
Audit Committee 10 December 2010 (Pages 1 - 4)
4. **MANAGING ATTENDANCE 2009/10 AND 2010/11**
Report by Head of Improvement and Strategic HR (Pages 5 - 20)
5. **PLANNING AND PERFORMANCE MANAGEMENT UPDATE**
Report by Head of Improvement and Strategic HR (Pages 21 - 22)
6. **INTERNAL AUDIT REPORTS TO AUDIT COMMITTEE**
Report by Internal Audit Manager (Pages 23 - 70)
7. **FINANCIAL SECURITY REGULATIONS - ANTI FRAUD STRATEGY**
Report by Executive Director – Customer Services (Pages 71 - 116)
8. **NATIONAL FRAUD STRATEGY INITIATIVE (NFI) EXERCISE 2010 - 2011**
Report by Internal Audit Manager (Pages 117 - 120)
9. **PROGRESS REPORT ON INTERNAL AUDIT PLAN 2010 - 2011**
Report by Internal Audit Manager (Pages 121 - 124)

- 10. EXTERNAL AND INTERNAL AUDIT REPORT FOLLOW UP 2010 - 2011**
Report by Internal Audit Manager (Pages 125 - 136)
- 11. AUDIT SCOTLAND NATIONAL REPORTS TO AUDIT COMMITTEE 2010 - 2011**
Report by Internal Audit Manager (Pages 137 - 180)
- 12. AUDIT COMMITTEE - AWAY DAY**
Report by Internal Audit Manager (Pages 181 - 198)
- 13. STRATEGIC AND AUDIT PLAN 2011 - 2014**
Report by Internal Audit Manager (to follow)
- 14. RISK MANAGEMENT**
Report by Head of Strategic Finance (Pages 199 - 200)
- 15. FINANCIAL STATEMENTS 2010 - 2011**
Report by Head of Strategic Finance (Pages 201 - 204)
- 16. AUDIT PLAN 2010 - 2011**
Report by Grant Thornton UK LLP, External Auditors (to follow)

AUDIT COMMITTEE

Martin Caldwell
Councillor George Freeman
Councillor David Kinniburgh
Ian M M Ross (Chair)

Councillor Gordon Chalmers
Councillor Daniel Kelly
Councillor James Robb

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