

NOTICE OF MEETING

AUDIT COMMITTEE

Venue: Council Chambers
Midlothian House
Buccleuch Street
Dalkeith

Date: Tuesday 28 October 2014

Time: 11.00 am

John Blair
Director, Resources

Audio Recording Notice: Please note that this meeting may be recorded. While the Council will comply with its statutory obligations under the Data Protection Act 1998 and the Freedom of Information (Scotland) Act 2002, the intention is to use the recording for internal purposes only.

AGENDA

- 1 Apologies.
- 2 Order of Business – including notice of new business submitted as urgent for consideration at the end of the meeting.
- 3 Declarations of Interest.
- 4 Minutes of Meeting of 16 September 2013 - For Approval **(Circulated: Pages 3 - 4)**.
- 5 Internal Audit Reports – Reports by Internal Audit Manager
 - (a) Business Transformation **(Circulated: Pages 5 - 26)**;
 - (b) Council Tax Liability and Billing **(Circulated: Pages 27 - 42)**.
- 6 Review of Information Technology Control Environment – Report by External Auditor (Grant Thornton) **(Circulated: Pages 43 - 52)**.
- 7 Audit Committee Reporting Calendar - Report by, Internal Audit Manager **(Circulated: Pages 53 - 57)**.
- 8 Updated Audit Report Template - Report by Audit Manager **(Circulated: Pages 59 - 70)**.
- 9 Public Sector Internal Audit Standards (PSIAS) - Report by Internal Audit Manager **(Circulated: Pages 71 - 89)**.

- 10 Scottish Local Authorities Chief Internal Auditors Group - Report by Internal Audit Manager **(Circulated: Pages 91 - 97)**.
- 11 Audit Scotland Report: Charging for Services: “ Are you getting it Right “ - Report by Director Resources **(Circulated: Pages 99 - 103)**.
- 12 Audit Scotland Report: Options appraisal: are you getting it right? (Audit Scotland, March 2014) - Report by Head of Finance and Integrated Service Support **(Circulated: Pages 105 - 116)**.
- 13 Audit Scotland Report: An Overview of Local Government in Scotland 2014 (Audit Scotland, March 2014) - Report by Chief Executive **(Circulated: Pages 117 - 130)**.
- 14 Financial Strategy 2015/16 to 2017/18 - Report by Head of Finance and Integrated Service Support **(Circulated: Pages 131 - 142)**.

THE COMMITTEE IS INVITED (A) TO CONSIDER RESOLVING TO DEAL WITH THE UNDERNOTED BUSINESS IN PRIVATE IN TERMS OF PARAGRAPHS 8 AND 12 OF PART 1 OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973 - THE RELEVANT REPORT IS THEREFORE NOT FOR PUBLICATION; AND (B) TO NOTE THAT NOTWITHSTANDING ANY SUCH RESOLUTION, INFORMATION MAY STILL REQUIRE TO BE RELEASED UNDER THE FREEDOM OF INFORMATION (SCOTLAND) ACT 2002 OR THE ENVIRONMENTAL INFORMATION REGULATIONS 2004.

- 15 Newbyres Crescent, Gorebridge – Situation Report by Director, Resources **(To follow)**.

21 October 2014