

NOTICE OF MEETING

AUDIT COMMITTEE

Venue: Council Chambers
Midlothian House
Buccleuch Street
Dalkeith

Date: Tuesday 12 March 2013

Time: 11.00 am

John Blair
Director, Corporate 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 29 January 2013 - For Approval
(Circulated: Pages 3 - 12).
- 5 Building Maintenance Services Trading Position and Outturn 2012/13
– Report by Director, Corporate Resources
(Circulated: Pages 13 - 20).
- 6 Car Parking – Dalkeith Town Centre – Report by Director, Corporate Resources
(Circulated: Pages 21 - 23)

Internal Control

- 7 Internal Audit Recommendations: Performance Report -
Report by Risk and Audit Manager **(Circulated: Pages 25 - 28).**
- 8 Internal Audit Plan 2013/14 - Report by Risk and Audit
Manager **(Circulated: Pages 29 - 31).**

- 9 Carbon Management Reduction/Energy Saving - Report by Risk and Manager **(Circulated: Pages 33 - 43).**
- 10 Payment Card Industry Standard - Report by Risk and Audit Manager **(To Follow).**

Risk Management

- 11 Risk Management: Risk Control Programmes 2012/13 and 2013/14 Report by, Risk and Audit Manager **(Circulated: Pages 45 - 52).**

THE COMMITTEE IS INVITED (A) TO CONSIDER RESOLVING TO DEAL WITH THE UNDERNOTED BUSINESS IN PRIVATE IN TERMS OF PARAGRAPHS 8 AND 9 OF PART 1 OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973 - THE RELEVANT REPORTS ARE THEREFORE NOT FOR PUBLICATION; AND (B) TO NOTE THAT NOTWITHSTANDING ANY SUCH RESOLUTION, INFORMATION MAY STILL REQUIRE TO BE RELEASED UNDER THE FREEDOM OF INFORMATION (SCOTLAND) ACT 2002 OR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.

- 12 Care at Home Service Providers - Report by Risk and Audit Manager **(Circulated: Pages 53 - 65).**

5 March 2013