

Minute of Meeting

Audit Committee
Tuesday 25 September 2018
Item No: 4.3



Special Meeting of Audit Committee

Date	Time	Venue
Tuesday 28 August 2018	12 noon	Council Chambers, Midlothian House, Dalkeith, EH22 1DN

Present:

Mike Ramsay (Chair)
Councillor Baird
Councillor Milligan
Councillor Muirhead
Councillor Smail
Peter de Vink (Independent Member)

In attendance:

Grace Vickers	Chief Executive
Mary Smith	Director of Education, Communities and Economy
Gary Fairley	Head of Finance and Integrated Service Support and Section 95 Officer
Alan Turpie	Legal Services Manager and Monitoring Officer
Stephen Reid	Ernst and Young, External Auditors
Sarah Croft	Ernst and Young, External Auditors
Elaine Greaves	Principal Auditor
David Gladwin	Financial Services Manager
Callum Alsmeyer	Accountant
Janet Ritchie	Democratic Services Officer

1. Welcome and Apologies

Apologies were received from Councillor Hardie and Councillor Parry

2. Order of Business

The order of business was as set out in the Agenda.

3. Declarations of interest

No declarations of interest were received.

4. Minute of Previous Meeting

No previous minutes were submitted.

5. Public Reports

Report No.	Report Title	Presented by
5.1	Unaudited Financial Statements 2017/18 – Presentation	Head of Finance and Integrated Service Support
Outline of Presentation and Summary of discussion		
<p>The Head of Finance and Integrated Service Support presented an overview of the details contained within the unaudited Accounts 2017/18 covering:</p> <ul style="list-style-type: none">• The 2017/18 Highlights from the Accounts.• The regulations in the preparation and publication of the accounts.• An overview of the Accounts timetable.• The key statements within the Accounts.• The year-end position – the Balance sheet and Reserves.• The Tracking Financial Performance. <p>The Head of Finance and Integrated Service Support confirmed that the presentation would be provided as an appendix to the minute.</p> <p>Thereafter the Head of Finance and Integrated Service Support, the External Auditors and Council Officers responded to questions on the unaudited Accounts raised by members of the Committee. Councillor Milligan further commented that he did have several other questions but these could not be addressed at this time due to time constraints. He then commented that the Elected Members and the Audit Committee were aware of the ongoing investigations and that this had still to be reported back to the Committee.</p> <p>The Chair then asked if anyone had any further issues which needed addressed before the signing off the Audited Accounts and as no further points were raised the Chair drew the meeting to its conclusion.</p>		

Decision
The Audit Committee noted the presentation would be attached to the minute as an appendix.
Action by
Democratic Services Team

Report No.	Report Title	Submitted by:
5.2	Unaudited Financial Statements 2017/18 Report	Head of Finance and Integrated Service Support
Outline of presentation and summary of discussion		
<p>The report dated 21 August 2018 was submitted by the Head of Finance and Integrated Service Support. The purpose of this report was to enable the Audit Committee to consider and comment on the unaudited accounts for 2017/18.</p> <p>The Local Authority Accounts (Scotland) Regulations 2014 sets out the requirements in respect of preparation, submission and scrutiny of unaudited accounts as follows, paragraphs 9 and 10 set out the requirements for Audit Committee to consider the unaudited accounts by 31 August 2018. The regulation also provided for public inspection and in this regard the public inspection ran from 2 – 23 July 2018 with no objections lodged. Accordingly as agreed by Council this special meeting was specifically to fulfil the requirements of paragraphs 9 and 10 of the regulations.</p> <p>It was noted that for future years the Audit Committee meeting schedule had been revised to allow for earlier consideration of the unaudited accounts.</p>		
Decision		
In accordance with The Local Authority Accounts (Scotland) Regulations 2014, set out in section 2 of the report, the Audit Committee considered and commented on the unaudited accounts for 2017/18.		

The meeting terminated at 2.01 pm