

AUDIT COMMITTEE - 6 JANUARY 2009

Audit Committee

Tuesday 6 January 2009 at 3.00 pm

Present: Provost McCormick, Councillors Ahlfeld, Blair, Brooks, Clocherty, Dorrian, Fyfe, Loughran and MacLeod.

Chair: Councillor Blair presided.

In attendance: Corporate Director Improvement & Performance, Corporate Director Environment & Community Protection, Corporate Director Regeneration & Resources, Chief Internal Auditor, Chief Financial Officer, Head of Environmental Services, Head of Performance Management & Procurement, Ms B McQuarrie (for Head of Organisational Development & Human Resources) and Mr J Hamilton (for Head of Legal & Administration).

Present Also: Mr P Tait, Ms E Boyd and Mr L Slavin, Audit Scotland.

Apologies: Councillor Ferguson.

The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.

It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting for the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 7(A) of the Act.

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| 1 | Internal Audit Progress Report - Appendix | 1 |
| | There was submitted Appendix to the Internal Audit Progress Report providing details of special investigations undertaken since the last meeting of the Committee. | |
| | Noted | |
| 2 | Employee Records | 2 |
| | There was submitted a report by the Head of Organisational Development & Human Resources advising of the position in respect of incomplete or missing files relating to employees who transferred to Inverclyde Council at local government reorganisation. | |
| | Noted | |
| 3 | Internal Audit Review of Project Management - Action Plan Update | 3 |
| | There was submitted a report by the Corporate Director Regeneration & Resources advising of the progress in implementing the recommendations agreed for project management. | |
| | It was noted that the Corporate Director Regeneration & Resources would discuss the specific issue raised by Councillor Blair with the Chief Executive to establish how this would be reported to members. | |
| | Noted | |

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- 4 Internal Audit Progress Report - October to December 2008 4**
- There was submitted a report by the Corporate Director Improvement & Performance on the work undertaken by the Internal Audit Section during the period 27 September 2008 to 5 December 2008.
- Noted**
- 5 External Audit Progress Report 5**
- There was submitted a report by the Corporate Director Improvement & Performance appending reports produced by the external auditors, Audit Scotland, since the meeting of the Committee on 21 October 2008.
- Noted**
- 6 Risk Management Progress Report 6**
- There was submitted a report by the Corporate Director Improvement & Performance on the progress made on risk management since the meeting of the Committee on 21 October 2008.
- Noted**
- 7 External Audit Action Plan - Outstanding Actions 7**
- There was submitted a report by the Corporate Director Improvement & Performance advising Members of the status of outstanding actions from external audit action plans as at 31 October 2008.
- Noted**