

I refer to the agenda for the meeting of the Audit Committee to be held on Thursday 25 June 2009 and, with regard to the item Draft Annual Accounts for the Year Ended 31 March 2009, now attach the report as undernoted which was not available at the date of issue.

ELAINE PATERSON
Head of Legal and Administration

1. **Draft Annual Accounts for the Year Ended 31 March 2009**
Report by Chief Financial Officer

Enquiries to - **Neil Duffy** - Tel 01475 712147



Report To:	Audit Committee	Date:	25 June 2008
Report By:	Chief Financial Officer	Report No:	FIN/38/09/AP/CF
Contact Officer:	Alan Puckrin	Contact No:	01475 712223
Subject:	Draft Annual Accounts for the Year Ended 31 March 2009		

1.0 PURPOSE

- 1.1 The purpose of the report is to ask Committee to review the draft Annual Accounts for the year ending 31 March 2009 and approve their submission to Audit Scotland by the statutory deadline of 30 June 2009.

2.0 SUMMARY

- 2.1 The draft Annual Accounts for year ended 31 March 2009 are to be submitted to Audit Scotland by the statutory date of 30 June 2009. The Financial Regulations require that the Audit Committee review the Accounts and approve their submission to Audit Scotland.
- 2.2 Copies of the draft accounts will have been given to Committee members by the 24th June at the latest.
- 2.3 In order to aid Members understanding of the key issues arising from the Annual Accounts a presentation on the key issues will be delivered to Members on the day of the Audit Committee.
- 2.4 The audit of some of the aspects of the Annual Accounts have already commenced in particular areas around bank reconciliations, stock, revenues/benefits and cut off processes.
- 2.5 It is proposed that a special meeting of the Audit Committee be held at 3:00(pm) on 23rd September, 2009 to allow the intimation of matters arising from the Audit of the 2008/9 accounts.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Audit Committee review the draft Annual Accounts for the year ended 31 March 2009 and approve their onward transmission to Audit Scotland.
- 3.2 It is recommended that the Committee agree to a special Audit Committee being held on 23rd September 2009 at 3:00pm to consider the intimation of matters arising from the audit of the 2008/9 Annual Accounts.

Alan Puckrin
Chief Financial Officer