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| Report To: | Audit Committee | Date: | 24 June 2010 |
| Report By: | Chief Financial Officer | Report No: | FIN/33/10/AP/JB |
| Contact Officer: | Jan Buchanan | Contact No: | 01475 712223 |
| Subject: | Unaudited Annual Accounts for the Year Ended 31 March 2010 | | |

1.0 PURPOSE

- 1.1 The purpose of the report is to ask Committee to review the unaudited Annual Accounts for the year ending 31 March 2010 and approve their submission to Audit Scotland by the statutory deadline of 30 June 2010.

2.0 SUMMARY

- 2.1 The unaudited Annual Accounts for year ended 31 March 2010 are to be submitted to Audit Scotland by the statutory date of 30 June 2010. The Financial Regulations require that the Audit Committee review the Accounts and approve their submission to Audit Scotland.
- 2.2 Copies of the unaudited accounts will have been given to Committee members by the 22nd 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 24th September, 2009 to allow the intimation of matters arising from the Audit of the 2009/10 accounts.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Audit Committee review the unaudited Annual Accounts for the year ended 31 March 2010 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 24th September 2010 at 3:00pm to consider the intimation of matters arising from the audit of the 2009/10 Annual Accounts.

Alan Puckrin
Chief Financial Officer