

FALKIRK COUNCIL

MINUTE of MEETING of the AUDIT COMMITTEE held in the MUNICIPAL BUILDINGS, FALKIRK on MONDAY 31 OCTOBER 2011 at 9.30 a.m.

PRESENT:- R Stevenson; Councillors Coleman, Lemetti, C Martin and Patrick.

APOLOGIES:- Councillors Blackwood and Kenna.

CONVENER: R Stevenson.

ATTENDING:- Chief Executive; Directors of Corporate and Neighbourhood Services, of Education Services and of Social Work Services; Chief Finance Officer; Internal Audit Manager; Senior Accountant (D McGregor) and Senior Committee Services Officer.

ALSO

ATTENDING:- M Taylor and B Crosbie (Audit Scotland).

DECLARATIONS

OF INTEREST:- None.

AC8. MINUTE

There was submitted (circulated) and **APPROVED** Draft Minute of Meeting of the Audit Committee held on 16 May 2011.

AC9. ANNUAL REPORT ON 2010/11 AUDIT

There was submitted Report (circulated) dated 19 October 2011 by the Chief Finance Officer (a) referring to the role for Audit Scotland to produce an annual report on matters of significance that have arisen out of the audit process, and (b) attaching as appendices to the Report copies of the following:-

- Audit Scotland – Annual Report on the 2010/11 audit
- Falkirk Council – Annual Report on Accounts 2010/11
- Audit Scotland – Report to these charged with governance on 2010/11 audit.

Discussion took place on the following:-

- Size and scale of the Budget surplus
- Workforce Strategy
- Medium term budget strategy
- Financial indicators

- Role of procurement Team and review of procurement procedures

NOTED the Annual Report on the 2010/11 Audit

AC10. CORPORATE GOVERNANCE ARRANGEMENTS – KEY FINANCIAL SYSTEMS CONTROLS

There was submitted Report (circulated) dated 1 September 2011 by the Chief Finance Officer attaching as an appendix a copy of Audit Scotland's 2010/11 Systems of Internal Control.

Discussion took place on the following:-

- Compliance with completion dates as outlined in Action Plan
- Role of Audit Committee in reviewing Action Plans

NOTED the External Auditor's report and the proposed Management actions.

AC11. INTERNAL AUDIT PROGRESS REPORT

There was submitted Report (circulated) dated 21 October 2011 by Internal Audit Manager (a) presenting an update on progress with the 2011/12 Internal Audit Plan and (b) detailing information on Continuous Auditing Work and the section's performance against established performance indicators.

Discussion took place on the following:-

- Collaborative work with West Lothian Council
- Duplication of payments
- Role and performance of Scottish Local Authorities Chief Internal Auditors Group (SLACIAG)

NOTED the:-

- (1) Progress made in completing planned work;
- (2) work in relation to Continuous Auditory, and
- (3) performance against Key Performance Indicators