



## ***Audit Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

13 March 2018

A meeting of the **Audit Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre** on **Monday 19 March 2018** at **2:00pm**.

For Chief Executive

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest.
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business
4. Confirm Draft Minute of Meeting of the Audit Committee held on Monday 18 December 2017 (herewith).

#### **Public Items for Decision**

5. Best Value Assurance Report - Report by Governance Manager (herewith)
6. Internal Audit Plan 2018/19 - Report by Audit, Risk and Counter Fraud Manager (herewith)
7. Counter Fraud Plan 2018/19 - Report by Audit, Risk and Counter Fraud Manager (herewith)
8. Audit Committee Workplan - Report by Audit, Risk and Counter Fraud

Manager (herewith)

9. Committee Self-Assessment - Report by Audit, Risk and Counter Fraud Manager (herewith)

**Public Items for Information**

10. Internal Audit of Building Services - Overtime Payments - Report by Audit, Risk and Counter Fraud Manager (herewith)
11. Report on Payments to Voluntary and Not For Profit Organisations - Report by Head of Planning, Economic Development and Regeneration (herewith)
12. Internal Audit of The Administration of School Medication - Report by Head of Education (Learning, Policy and Resources) (herewith)
13. Audit Scotland Report - Early Learning and Childcare - Report by Head of Education (Learning, Policy and Resources) (herewith)
14. External Audit Plan 2017-18 - Report by Audit, Risk and Counter Fraud Manager (herewith)

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NOTE      **For further information please contact Elaine Dow on 01506 281594 or email [elaine.dow@westlothian.gov.uk](mailto:elaine.dow@westlothian.gov.uk)**