



West Lothian  
Council

## ***Audit and Governance Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

25 November 2014

A meeting of the **Audit and Governance Committee** of West Lothian Council will be held within **Council Chambers, West Lothian Civic Centre, Livingston** on **Monday 1 December 2014 at 2:00 p.m.**

For Chief Executive

### **BUSINESS**

1. Apologies for Absence
2. Order of Business, including notice of urgent business
3. 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.
4. Confirm Draft Minute of Meeting of the Audit and Governance Committee held on Monday 29 September 2014 (herewith).

### **Public Items for Information**

5. Report by the Accounts Commission on West Lothian Community Planning Partnership - Report by Chief Executive (herewith)
6. Internal Audit of Section Payments - Report by Audit and Risk Manager (herewith)
7. Internal Audit of Administration of Medication within Social Policy Units - Report by Audit and Risk Manager (herewith)
8. Internal Audit of Fire Safety in Social Policy Units - Report by Audit and Risk Manager (herewith)

9. Report to Members and The Controller of Audit on the 2013/14 Audit - Report by Head of Finance and Estates (herewith)
10. Audit Scotland Follow Up Report on Arm's Length Organisations - Report by Head of Finance and Estates (herewith)
11. Internal Audit Progress Report - Report by Audit and Risk Manager (herewith)

### **PRIVATE SESSION**

12. The Clerk considers that the following business is likely to be taken in private (exempt under the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973).

### **Private Items for Information**

13. Investigation Into Training Invoices - Report by Audit and Risk Manager (Exempt Under Paragraphs 1 and 14) (herewith)

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NOTE      **For further information please contact James Millar on 01506 281613 or email [james.millar@westlothian.gov.uk](mailto:james.millar@westlothian.gov.uk)**