



West Lothian  
Council

## ***Audit Committee***

West Lothian House,  
Almondvale Boulevard  
LIVINGSTON  
EH54 6QG

16 September 2009

A Meeting of the **Audit Committee** of West Lothian Council will be held within the **Council Chambers, Civic Centre** on **Tuesday 22 September 2009 at 2:00am**.

For Chief Executive

### **BUSINESS**

#### **PUBLIC SESSION**

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 the Minute of Meeting of Audit Committee held on Tuesday 09 June 2009 (herewith)

#### **PUBLIC ITEMS FOR INFORMATION**

5. Audit of Business Continuity Planning - Report by Director of Development and Environmental Services (herewith)
6. Audit of Payroll - Report by Internal Audit Manager (herewith)
7. Internal Audit Progress Report - Report by Internal Audit Manager

(herewith)

8. Audit Scotland 2008/2009 Audit : Matters to be Reported to those Charged with Governance - Report by Internal Audit Manager (herewith)

**PRIVATE ITEMS FOR INFORMATION**

9. PRIVATE SESSION - 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).
10. Investigation of Complaint - Report by Internal Audit Manager (herewith)

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NOTE      **For further information please contact Val Johnston, Tel No.01506 777241 or email [val.johnston@westlothian.gov.uk](mailto:val.johnston@westlothian.gov.uk)**