



Council Offices, Almada Street
Hamilton, ML3 0AA

12 June 2013

Dear Councillor

Risk and Audit Scrutiny Forum

The Members listed below are requested to attend a meeting of the above Forum to be held as follows:-

Date: Tuesday 18 June 2013

Time: 11:00am

Venue: Committee Room 2, Council Offices, Almada Street, Hamilton

The business to be considered at the meeting is listed overleaf.

Yours sincerely

Lindsay Freeland
Chief Executive

Members

Ralph Barker, Archie Buchanan, Graeme Campbell, Angela Crawley, Isobel Dorman, Susan Kerr, Gerard Killen, Lesley McDonald, Brian McKenna

BUSINESS

1 Declaration of Interests

2 Minutes of Previous Meeting

Minutes of the meeting of the Risk and Audit Scrutiny Forum hold on 23 April 2013 submitted for approval as a correct record. (Copy attached) Page(s) 1 to 4

Item(s) for Consideration

3 Internal Audit Activity as at 30 April 2013

Report dated 22 May 2013 by the Executive Director (Finance and Corporate Resources). (Copy attached) Page(s) 5 to 10

4 Internal Audit Charter

Report dated 22 May 2013 by the Executive Director (Finance and Corporate Resources). (Copy attached) Page(s) 11 to 18

5 2012 National Fraud Initiative

Report dated 22 May 2013 by the Executive Director (Finance and Corporate Resources). (Copy attached) Page(s) 19 to 28

6 Shared Risk Assessment - Assurance and Improvement Plan 2013/2016

Report dated 16 May 2013 by the Executive Director (Finance and Corporate Resources). (Copy attached) Page(s) 29 to 46

7 Audit Scotland Report 'Responding to Challenges and Change - An Overview of Local Government in Scotland 2013'

Report dated 16 May 2013 by the Executive Director (Finance and Corporate Resources). (Copy attached) Page(s) 47 to 62

8 Audit Scotland - Audit of Housing and Council Tax Benefits Service

Report dated 4 June 2013 by the Executive Director (Housing and Technical Resources). (Copy attached) Page(s) 63 to 74

9 Annual Governance Statement 2012/2013

Report dated 13 May 2013 by the Executive Director (Finance and Corporate Resources). (Copy attached) Page(s) 75 to 84

10 Interim Management Letter for Year Ending 31 March 2013

Document dated 28 March 2013 by PricewaterhouseCoopers, External Auditor. (Copy attached) Page(s) 85 to 88

11 Follow-up of Prior Year Audit Recommendations 2012/2013

Document dated May 2013 by PricewaterhouseCoopers, External Auditor. (Copy attached) Page(s) 89 to 100

12 Forward Programme for Future Meetings

Report dated 4 June 2013 by the Executive Director (Finance and Corporate Resources). (Copy attached) Page(s) 101 to End

Urgent Business

13 Urgent Business

Any other items of business which the Chair decides are urgent.

For further information, please contact:-

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