



To: Councillor Crockett, Convener; Councillor Farquharson, Vice-Convener; Lord Provost Peter Stephen; and Councillors Cassie, Cooney, Donnelly, Hunter, McDonald, Penny, Reynolds, Robertson, John Stewart, Kevin Stewart, Wendy Stuart and John West.

Town House,
ABERDEEN 19 April 2010

AUDIT AND RISK COMMITTEE

The Members of the **AUDIT AND RISK COMMITTEE** are requested to meet in Committee Room 2 - Town House on **TUESDAY, 27 APRIL 2010 at 2.00 pm.**

JANE G. MACEACHRAN
HEAD OF LEGAL AND DEMOCRATIC SERVICES

BUSINESS

EXEMPT BUSINESS

- 1.1 Members are requested to resolve that any exempt business on this agenda be considered with the press and public excluded.

MINUTES AND COMMITTEE BUSINESS STATEMENT

- 2.1 Minute of Previous Meeting of 2 March 2010 (Pages 1 - 4)
- 2.2 Committee Business Statement (Pages 5 - 10)

GENERAL BUSINESS

- 3.1 Audit Progress Report 2009/10 - Report by Henderson Loggie (Pages 11 - 16)

- 3.2 Internal Audit Reports Issued - Report by Internal Audit Manager (Pages 17 - 38)
- 3.3 Bank Reconciliation Progress Report - Report by City Chamberlain (Pages 39 - 42)
- 3.4 Annual Audit Plan 2010/11 (Pages 43 - 58)
- 3.5 Housing Benefit and Council Tax Benefit Subsidy Claim 2007/08 (Pages 59 - 62)

**ITEMS WHICH THE COMMITTEE MAY WISH TO CONSIDER WITH THE PRESS
AND PUBLIC EXCLUDED**

- 4.1 Audit Outputs, Inputs and Fees - Report by Henderson Loggie (Pages 63 - 70)
- 4.2 Internal Audit Reports Issued - Report by the Internal Audit Manager (Pages 71 - 110)
- 4.3 Implementation of Internal Audits Recommendations and Results of Physical Verification Checks - Report by Internal Audit Manager (Pages 111 - 122)
- 4.4 Contract Award - Internal Audit Services - Report by Director of Corporate Governance (to follow)

Website Address: www.aberdeencity.gov.uk

Should you require any further information about this agenda, please contact Karen Riddoch, tel. (52)2723 or email kariddoch@aberdeencity.gov.uk