

Minutes of Meeting of Audit  
Scotland held in the offices of  
Audit Scotland, 110 George  
Street, Edinburgh on Wednesday,  
30 May 2007 at 12.15pm.

PRESENT: A MacNish (Chair)  
J Baillie  
R W Black  
C Gardner  
P Taylor

IN ATTENDANCE: R Frith, Director of Audit Strategy  
W F Magee, Secretary

<u>Item No</u>	<u>Subject</u>
1.	Minutes
2.	Remuneration Committee
3.	Annual Accounts 2005/06
4.	Accountable Officer's Report
5.	Performance Update
6.	Post of Secretary
7.	Confirmation of Previous Decisions
8.	Future Meetings

1. Minutes

The minutes of meeting of 30 March 2007 were submitted and approved.

2. Remuneration Committee

The minutes of meeting of the Remuneration Committee of 30 March 2007 were submitted and noted and the recommendations contained therein were approved.

3. Annual Accounts 2005/06

There was submitted a report by the Director of Audit Strategy introducing the draft Annual Accounts for 2005/06. The Convenor of the Audit Committee reported on discussion at that Committee earlier in the day which included a meeting with the external auditors. He outlined the Committee's deliberations, including a recommendation that the Accounts be approved. After discussion the Board agreed to accept the recommendations of the Audit Committee and to approve the final Accounts on the basis outlined by that Committee.

4. Accountable Officer's Report

There was submitted a report by Robert Black as the Accountable Officer updating the Board on progress in Audit Scotland since its last meeting. The report covered the following areas:-

- Business Performance
- Supporting Effective Democratic Scrutiny
- Maximising the Value of the Audit
- Scrutiny Matters
- International Matters
- Organisational Events.

The Board noted the report.

5. Financial and Performance Update

There was submitted a report by Diane McGiffen updating the Board on Audit Scotland's business performance for the year to 31 March 2007. The Board noted the report.

6. Post of Secretary

There was submitted a report by Bob Black advising the Board of progress in the recruitment of a Secretary, providing services to the Accounts Commission, the Auditor General and Audit Scotland. A further briefing note on job evaluation and external salary data was tabled. After discussion the Board agreed:-

- i. to approve the remuneration package as outlined in Bob Black's report
- ii. to authorise early advertisement of the post, and
- iii. to authorise a panel consisting of those members of the Board available to take part on the appointed day, to interview candidates and make an appointment.

7. Confirmation of Previous Decisions

The Board agreed to confirm decisions made by correspondence since the date of its last meeting as follows:-

- Appointment of Metro Press (Euro) Limited as contractor for the provision of print and distribution services to Audit Scotland following a tender process.
- Approval of the content of the Audit Scotland Annual Report.

8. Future Meetings

The Board agreed that its next meeting will be in the second half of September on a date to be fixed by the Chairman in consultation with the Secretary.