

Minutes of Meeting of Audit
Scotland held in the offices of
Audit Scotland, 110 George
Street, Edinburgh on Tuesday 6
January 2009 at 10am.

PRESENT: J Baillie (Chair)
R Cleland
I Low
R W Black
C Gardner

IN ATTENDANCE: D McGiffen, Director of Corporate Services
R Frith, Director of Audit Strategy
C Coull, Secretary

<u>Item No</u>	<u>Subject</u>
1.	Minutes
2.	SCPA Report on Audit Scotland's 2009/10 Budget
3.	SCPA Report on Audit Scotland's Governance
4.	Appraisal Interviews

1. Minutes

The minutes of meeting of 9 December 2008 were submitted and approved.

With reference to item 4 – Joint Statement by the Auditor General and the Accounts Commission on the Principles of Public Audit – it was agreed that this be sent to appropriate stakeholders as an “exposure draft” at the same time as the Audit Scotland Corporate Plan was published.

2. SCPA Report on Audit Scotland’s 2009/10 Budget

There was submitted a report by the Director of Corporate Services setting out a draft response to the report by the SCPA on Audit Scotland’s 2009/10 Budget.

It was agreed that the response should be submitted in the joint names of the Chair and Accountable Officer and set out the views of the Audit Scotland Board on the report. A number of points were agreed in respect of the drafting of the response and it was remitted to the Director of Corporate Services to prepare a further draft for consideration.

(Action – further draft to be prepared and circulated – Diane McGiffen)

3. SCPA Report on Audit Scotland’s Governance

There was submitted a report by the Director of Corporate Services with attached a number of background papers intended to inform the Board’s decision on how best to respond to the SCPA report on Governance.

A list of the SCPA recommendations was attached and discussed in detail and it was agreed that the Director of Corporate Services prepare a draft response for consideration by Board members.

It was further agreed:-

- i. that a timeline be prepared showing what action needed to be taken in respect of responses to Parliamentary committees;
- ii. that the Auditor General’s letter of 18 December to the Convener of the Review of SPCB Supported Bodies Committee be endorsed and that a copy of the response to the SPCA be sent to this body also, and
- iii. that a meeting be provisionally arranged for 9.30am on Friday 16 January to consider the draft responses to the SCPA.

(Action – draft response and preparation of timeline – Diane McGiffen)

4. Appraisal Interviews

It was agreed that the Chair would hold appraisal interviews with members of the Board in the Spring.

(Action – arrangements for interviews – Catherine Coull)