

AUDIT AND SCRUTINY COMMITTEE

WEDNESDAY 31 JANUARY 2018

NOTICE IS HEREBY GIVEN that a Meeting of the **AUDIT AND SCRUTINY COMMITTEE** is to be held within the Council Chambers, Council Office, High Street, Elgin on **WEDNESDAY 31 JANUARY 2018** at **9.30am**.

BUSINESS

1. [Sederunt](#)
2. Declaration of Group Decisions and Members Interests *
3. Resolution

Consider, and if so decide, adopt the following resolution:-

"That under Section 50A (4) and (5) of the Local Government (Scotland) Act 1973, as amended, the public and media representatives be excluded from the meeting for Item 13 of business on the grounds that it involves the likely disclosure of exempt information of the class described in the relevant Paragraphs of Part 1 of Schedule 7A of the Act", as shown against the Item."

4. [Minute of Meeting dated 8 November 2017](#)
5. Written Questions **

CONSIDER REPORTS FROM AUDIT SCOTLAND'S NATIONAL STUDY PROGRAMME

6. [Local Government in Scotland: Financial Overview 2016/17](#) – Report by the Acting Corporate Director (Corporate Services) [App](#) [App](#)
7. [Equal Pay in Scottish Councils](#) – Report by the Acting Corporate Director (Corporate Services) [App](#)

RESPONSE IN RELATION TO REQUESTS FOR INFORMATION AT PREVIOUS MEETINGS

8. [Statement of Outstanding Business](#) – Report by the Chief Executive
9. [Corporate Plan Annual Report 2016-17](#) – Report by the Chief Executive [App](#)
10. [Procurement Commercial Improvement Programme Audit Result 2017](#) – Report by the Acting Corporate Director (Corporate Services) [App](#) [App](#)
11. [Processing of Invoice Charges](#) – Report by the Acting Corporate Director (Corporate Services)

12. QUESTION TIME***

Consider any oral questions on matters delegated to the Audit and Scrutiny Committee in terms of the Council's Scheme of Administration.

Item which the Committee may wish to consider with the Press and Public excluded

INTERNAL AUDIT

13. [Housing Contract Review](#) – Report by the Acting Corporate Director (Corporate Services) (Para 1 and 6)

NB	Para 1	Information relating to staffing matters
	Para 6	Information relating to the financial or business affairs of any particular person(s)

Any person attending the meeting who requires access assistance should contact customer services on 01343 563217 in advance of the meeting.

Summary of Audit and Scrutiny Committee functions:

Audit Functions - Consider reports from the Council's internal auditor & Audit Scotland concerning Council Functions

Scrutiny Functions - Scrutinising the policies of the Council and their effectiveness in meeting the action plans of the Council as set out in the Corporate Development Plan and evaluating the actions of Committees in implementing the action plans set out in the Corporate Development Plan

Performance Monitoring - To receive reports on the performance of and trends within all of the Council's services in terms of service standards and performance information.

Standards - To ensure that the highest standards of probity and public accountability are demonstrated.

A full description of the delegated functions of the Audit and Scrutiny Committee can be found in the Council's Scheme of Administration.