

AUDIT AND SCRUTINY COMMITTEE

WEDNESDAY 28 MARCH 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 28 MARCH 2018** at **9.30am**.

BUSINESS

1. [Sederunt](#)
2. Declaration of Group Decisions and Members Interests *
3. [Minute of Meeting dated 31 January 2018](#)
4. Written Questions **

EXTERNAL AUDIT

5. [External Audit Plan for the Year Ending 2017/18](#) – Report by Acting Corporate Director (Corporate Services) [App](#)

INTERNAL AUDIT

6. [Report on the Work of the Internal Audit Section in the Period from 1 October 2017 – 31 December 2017](#) – Report by Acting Corporate Director (Corporate Services)

OTHER BUSINESS

7. [Local Government Benchmarking Framework Overview Report 2016/17](#) – Report by Chief Executive [App](#)

RESPONSE IN RELATION TO REQUESTS FOR INFORMATION AT PREVIOUS MEETINGS

8. [Statement of Outstanding Business](#) - Report by Chief Executive

9. **QUESTION TIME*****

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

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.