

THE AUDIT AND PERFORMANCE REVIEW COMMITTEE

WEDNESDAY 01 FEBRUARY 2012

YOUR ATTENDANCE IS REQUESTED at a Meeting of **THE AUDIT AND PERFORMANCE REVIEW COMMITTEE** to be held within the Council Chambers, Council Office, High Street, Elgin on Wednesday 01 February 2012 at 9.30 am.

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 16 of business on the grounds that they involve 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 each Item.

4. Written Questions***

SINGLE OUTCOME AGREEMENT

5. [Single Outcome Agreement – Quarter 2 Monitoring Statements](#) [Appendix 1](#) [Appendix 2](#) – Report by Acting Chief Executive

CORPORATE PLAN SCRUTINY ITEMS

6. [Physical and Sensory Disability Strategy – Update](#) [Appendix](#) – Report by Corporate Director (Education and Social Care)

EXTERNAL AUDIT

7. [Audit Scotland National Report – Arm's Length External Organisations \(ALEOs\): Are you Getting It Right?](#) [Appendix 1](#) [Appendix 2](#) [Appendix 3](#) [Appendix 4](#) – Report by Acting Chief Executive

8. [External Audit Plan 2011/12 Appendix](#) - Report by Corporate Director (Corporate Services)
9. [Audit Scotland – Procurement Final Follow Up Appendix](#) – Report by Corporate Director (Corporate Services)

AUDIT

10. [Report on the Work of the Internal Audit Section in the Period from 1st October 2011 to 31st December 2011 Appendix 1 Appendix 2 Appendix 2a Appendix 3 Appendix 3a](#) – Report by Corporate Director (Corporate Services)
11. [Progress Against Internal Audit Annual Plan](#) – Report by Corporate Director (Corporate Services)

RESPONSE IN RELATION TO REQUESTS FOR INFORMATION AT PREVIOUS MEETINGS

12. [Community Engagement Appendix A Appendix B Appendix C](#) – Report by Acting Chief Executive
13. [Statement of Outstanding Business Appendix](#) – Report by Acting Chief Executive
14. [Pre-planned Agenda – March 2012 Appendix](#) – Report by Acting Chief Executive

OTHER MATTERS

15. Question Time****

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

- 16 [Public Transport Provision](#) – Report by Corporate Director (Environmental Services) [Paras 8 & 9]

NB Paras 8&9 Information on proposed terms and/or expenditure to be incurred by the Authority

Summary of Audit & Performance Review 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 Plan and evaluating the actions of Committees in implementing the action plans set out in the Corporate Plan

Performance Monitoring - Reviewing the development and definition of local performance indicators, performance monitoring and reporting systems to assist decision-making processes. The development and implementation of Public Performance Reporting at service level to explain and demonstrate to the community how well each service is delivering and reviewing progress in implementing Best Value review.

Standards - To promote, maintain and observe high standards of conduct by Members of the Council. To advise the Council on the adoption or revision of the Councillors Code of Conduct and to monitor the operation of the Councillors Code of Conduct. To oversee Members training on matters relating to the Councillors Code of Conduct and to assist the Standards Commission for Scotland in whatever way may be required.