

THE AUDIT AND PERFORMANCE REVIEW COMMITTEE

WEDNESDAY 3 DECEMBER 2014

NOTICE IS HEREBY GIVEN that a Meeting of **THE AUDIT AND PERFORMANCE REVIEW COMMITTEE** will be held within the Council Chambers, Council Office, High Street, Elgin on WEDNESDAY 3 DECEMBER 2014 at 2.00pm.

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 Items 11 and 12 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**

CONSIDER REPORTS FROM AUDIT SCOTLAND'S NATIONAL STUDY PROGRAMME

5. [Audit Scotland Local Government National Reports, App 1](#) –Moray Community Planning Partnership – Report by Chief Executive

INTERNAL AUDIT

6. [Report On The Work Of The Internal Audit Section In The Period From 1st July 2014 To 30th September 2014](#) – Report by Corporate Director (Corporate Services)

RESPONSE IN RELATION TO REQUESTS FOR INFORMATION AT PREVIOUS MEETINGS

7. [Pool Car Utilisation, App 1](#) , [App 2](#) , [App 3](#) , – Report by Acting Corporate Director (Economic Development, Planning & Infrastructure)

- 7(a). [The Moray Council: Review of Management and Supervisory Structure](#) – Report by the Chief Executive
8. [Music Instruction In Moray Schools, App 1](#) – Follow-Up Report - Report by Acting Corporate Director (Education And Social Care)
9. [Statement of Outstanding Business](#) – Report by Chief Executive
10. Question Time***

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

RESPONSE IN RELATION TO REQUESTS FOR INFORMATION AT PREVIOUS MEETINGS

11. [Funding Of Third Sector: TsiMoray](#) - Report by Corporate Director (Corporate Services) (Para 4)

INTERNAL AUDIT

12. [External Funding](#) - Report by Corporate Director (Corporate Services) (Para 3)

NB

Para 3	Information relating to any particular applicant for, or recipient or former recipient of, any service provided by the Authority
Para 4	Information relating to any applicant or recipient of any financial assistance provided by the Authority

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

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.