

# THE AUDIT AND PERFORMANCE REVIEW COMMITTEE

**WEDNESDAY 15 APRIL 2015**

**NOTICE IS HEREBY GIVEN** at a Meeting of **THE AUDIT AND PERFORMANCE REVIEW COMMITTEE** to be held within the Council Chambers, Council Office, High Street, Elgin on WEDNESDAY 15 APRIL 2015 at 9.30am.

## **BUSINESS**

1. [Sederunt](#)
2. Declaration of Group Decisions and Members Interests \*
3. [Minute of Meeting dated 18 February 2015](#)
4. Written Questions

## **CONTINUOUS IMPROVEMENT FRAMEWORK**

- 4(a) [Local Government Benchmarking Framework 2013/14 Results](#) [App](#) – Report by Chief Executive

## **CONSIDER REPORTS FROM AUDIT SCOTLAND'S NATIONAL STUDY PROGRAMME**

5. [Audit Scotland Local Government National Report- Superfast Broadband For Scotland: A Progress Report](#) [App](#) - Report by Chief Executive

## **PERFORMANCE MANAGEMENT: EXTERNAL AUDIT AND INSPECTION REPORTS**

- 5(a) [External Audit Plan For The Year Ending 2014/15](#) [App](#) - Report by Corporate Director (Corporate Services)

## **INTERNAL AUDIT**

6. [Internal Audit Plan For Year Ending 31 March 2016](#) [App I](#) [App II](#) [App III](#) - Report by Corporate Director (Corporate Services)
7. [Report On The Work Of The Internal Audit Section In The Period From 1 October 2014 To 31 March 2015](#) [App](#) - Report by Corporate Director (Corporate Services)

## RESPONSE IN RELATION TO REQUESTS FOR INFORMATION AT PREVIOUS MEETINGS

8. [The Local Heritage Service \(Education And Social Care\) – Performance](#) - Report by Corporate Director (Education And Social Care)
9. [Statement Of Outstanding Business](#) - Report by Chief Executive
10. **QUESTION TIME\*\*\***

Consider any oral questions on matters delegated to the Audit & Performance Review 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 & 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.

A full description of the delegated functions of the Audit & Performance Review Committee can be found in the Council's Scheme of Administration.