

# **WEST DUNBARTONSHIRE COUNCIL**

**Council Offices, Garshake Road, Dumbarton, G82 3PU**

28 July 2011

**MEETING:     AUDIT & PERFORMANCE REVIEW  
                 COMMITTEE**

**WEDNESDAY, 10 AUGUST 2011  
MEETING ROOM 3  
COUNCIL OFFICES  
GARSHAKE ROAD  
DUMBARTON**

Dear Member,

Please attend a meeting of the **Audit & Performance Review Committee** to be held in Meeting Room 3, Council Offices, Garshake Road, Dumbarton on **Wednesday, 10 August 2011** at **10.00 a.m.**

The business is as shown on the enclosed agenda.

Yours faithfully

**DAVID McMILLAN**

Chief Executive

**Distribution:**

Councillor M Rooney (Chair)  
Councillor G Black  
Councillor J Brown  
Councillor G Calvert  
Councillor J McColl  
Councillor C McLaughlin  
Councillor J Millar  
Councillor L O'Neill  
Mr F. McNeil

All other Councillors for information

Chief Executive  
All Executive Directors

## **AUDIT & PERFORMANCE REVIEW COMMITTEE**

**WEDNESDAY, 10 AUGUST 2011**

### **AGENDA**

**1. APOLOGIES**

**2. DECLARATIONS OF INTEREST**

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

**3. MINUTES OF PREVIOUS MEETING**

Submit for approval as a correct record, Minutes of Meeting of the Audit & Performance Review Committee held on 11 May 2011.

**4. CORPORATE PLAN 2010/14 – PROGRESS IN 2010/11**

Submit report by the Chief Executive setting out the Council's progress in meeting the corporate objectives in the first year of the Corporate Plan 2010/14 that is, 2010/11.

**5. PROGRESS OF ACTION PLANS FOR THE REVENUE BUDGET PROPOSALS**

Submit report by the Chief Executive presenting an update in relation to the action plans drawn up from the Revenue Budget proposals agreed by Council in February 2008, February 2009, January 2010 and February 2011.

**6. ANNUAL HEALTH AND SAFETY REPORT**

Submit report by the Chief Executive on the Council's health and safety performance for the period April 2010 – March 2011.

**7. /**

**7. BUSINESS IRREGULARITY PROCEDURES**

Submit report by the Chief Executive presenting a revised version of the Business Irregularity Procedures.

**8. ACTIVITY ON WHISTLEBLOWING HOTLINE TO 30 JUNE 2011**

Submit report by the Chief Executive advising of the level of activity on the whistleblowing hotline.

**9. INTERNAL AUDIT ACTION PLANS ISSUED DURING THE PERIOD FROM 15 APRIL TO 14 JULY 2011**

Submit report by the Chief Executive presenting the Internal Audit Section action plans issued to directorates during the period from 15 April to 14 July 2011.

**10. INTERNAL AUDIT PROGRESS REPORT TO 30 JUNE 2011**

Submit report by the Chief Executive advising of the work undertaken by the Internal Audit Section against the Audit Plan 2011/12.

**11. CORPORATE COMPLAINTS – STATISTICS FROM 2010/11**

Submit report by the Chief Executive presenting a summary of corporate complaints received in 2010/11 and providing an update on the development of a new complaints process and system.

For information on the above agenda please contact Craig Stewart, Committee Officer, Legal, Administrative & Regulatory Services, Council Offices, Garshake Road, Dumbarton, G82 3PU. Tel: (01389) 737251.  
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