



Securing the future... • *Improving services*  
• *Enhancing quality of life* • *Making the best use of public resources*

The Atrium  
137 Glover Street  
PERTH  
PH2 0LQ

26 January 2016

A Meeting of the **Audit Committee** will be held in the **Hay Room, First Floor, Dewar's Centre, Glover Street, Perth** on **Wednesday 3 February 2016** at **2.00pm**.

If you have any queries please contact Charlotte Irons / Joy Somerville on (01738) 475128.

**BERNADETTE MALONE**  
Chief Executive

***Those attending the meeting are requested to ensure that all mobile phones and other communication devices are switched off.***

### **Members**

Councillor B Vaughan (Convener)  
Councillor A Stewart  
Councillor H Anderson  
Councillor D Cuthbert  
Councillor J Giacomazzi  
Councillor W Wilson  
Councillor A Younger



**PERTH AND KINROSS COUNCIL**

**AUDIT COMMITTEE**

**3 FEBRUARY 2016**

**AGENDA**

***MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT***

1. Welcome and Apologies/Substitutes
2. Declarations of Interest
3. Minute of Meeting of the Audit Committee of 25 November 2015 (copy herewith) **(Pages 1-6)**
4. Internal Audit Follow-Up – Report by Chief Internal Auditor (copy herewith 16/31) **(Pages 7-20)**
5. Internal Audit Update – Report by Chief Internal Auditor (copy herewith 16/32) **(Pages 21-32)**
  - (i) Corporate and Democratic Services
    - (a) 15-14 – Payroll Assignment (copy herewith 16/33) **(Pages 33-50)**
  - (ii) Education and Children's Services
    - (a) 15-16(a) - Kinross Primary School (copy herewith 16/34) **(Pages 51-60)**
    - (b) 15-16(b) – City of Perth Early Childhood Centre (copy herewith 16/35) **(Pages 61-68)**
    - (c) 15-47 – Crieff Primary Assurance Review (copy herewith 16/36) **(Pages 69-76)**
  - (iii) Environment Service
    - (a) 15-25 – Property Information System (copy herewith 16/37) **(Pages 77-80)**
    - (b) 15-46 – Superconnected Cities Grant Claim (copy herewith 16/38) **(Pages 81-84)**

If you or someone you know would like a copy of this document in another language or format, (on occasion only, a summary of the document will be provided in translation), this can be arranged by contacting [committee@pkc.gov.uk](mailto:committee@pkc.gov.uk)



Council Text Phone Number 01738 442573