

## **Notice of Meeting and Agenda Scotland Excel Joint Committee**

<b>Date</b>	<b>Time</b>	<b>Venue</b>
Friday, 17 June 2016	10:45	City Chambers, Glasgow City Council, 80 George Square, Glasgow, G2 1DU

KENNETH GRAHAM  
Head of Corporate Governance

### **Membership**

Councillor Ramsay Milne and Councillor Willie Young (Aberdeen City Council); Councillor William Howatson and Councillor Cryle Shand (Aberdeenshire Council); Councillor Ellen Morton (Argyll and Bute Council); Councillor Alasdair Rankin and Councillor Iain Whyte (City of Edinburgh Council); Councillor Archie Drummond (Clackmannanshire Council); Councillor Norman Macdonald (Comhairle Nan Eilean Siar); Councillor Gill Dykes (Dumfries and Galloway Council); Baillie Willie Sawers (Dundee City Council); Councillor Jim Roberts (East Ayrshire Council); Councillor Bill Hendry (East Dunbartonshire Council); Councillor John McMillan (East Lothian Council); Councillor Gordon Wallace (East Renfrewshire Council); Councillor Rosie Murray (Falkirk Council); Councillor Ian Chisholm and Councillor Altany Craik (Fife Council); Councillor Norman MacLeod and Councillor Martin McElroy (Glasgow City Council); Councillor Bill Fernie and Councillor Alister Mackinnon (Highland Council); Councillor Jim Clocherty (Inverclyde Council); Councillor Jim Bryant (Midlothian Council); Councillor Grace McLean (North Ayrshire Council); Councillor Pat O'Rourke and Councillor Andrew Spowart (North Lanarkshire Council); Councillor James Stockan (Orkney Islands); Councillor John Kellan (Perth and Kinross Council); Councillor John Mitchell (Scottish Borders Council); Councillor Amanda Westlake (Shetland Islands Council); Councillor Robin Reid (South Ayrshire Council); Provost Eileen Logan and Councillor Jim Wardhaugh (South Lanarkshire Council); Councillor Neil Benny (Stirling Council); Councillor Allan Wright (The Moray Council); Councillor Kath Ryall (West Dunbartonshire Council); Councillor Anne McMillan (West Lothian Council)

Councillor Michael Holmes (Renfrewshire Council) (Convener) and Councillor Paul Valentine (Angus Council) (Vice Convener)

## **Further Information**

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at [www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx](http://www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx)

For further information, please either email [democratic-services@renfrewshire.gov.uk](mailto:democratic-services@renfrewshire.gov.uk) or telephone 0141 618 7112.

## **Members of the Press and Public**

Members of the press and public wishing to attend the meeting should report to reception where they will be met and directed to the meeting.

## Items of business

### Apologies

Apologies from members.

### Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

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|-------------|---|------------------|
| <b>1(a)</b> | <b>Minute of Joint Committee</b>  | <b>5 - 14</b>    |
|             | Minute of meeting of the Joint Committee held on 27 November 2015.                                    |                  |
| <b>1(b)</b> | <b>Minutes of Executive Sub-committee</b>   | <b>15 - 30</b>   |
|             | Minutes of meetings of the Executive Sub-committee held on 27 November 2015, 4 March and 13 May 2016. |                  |
| <b>2</b>    | <b>Operating Plan Update 2015/16</b>  | <b>31 - 48</b>   |
|             | Report by Director of Scotland Excel.   |                  |
| <b>3</b>    | <b>Operating Plan 2016/17</b>   | <b>49 - 68</b>   |
|             | Report by Director of Scotland Excel.   |                  |
| <b>4</b>    | <b>Annual Audit Plan 2015/16</b>  | <b>69 - 90</b>   |
|             | Report by Treasurer.  |                  |
| <b>5</b>    | <b>Internal Audit Annual Report 2015/16</b>   | <b>91 - 102</b>  |
|             | Report by Chief Auditor.  |                  |
| <b>6</b>    | <b>Scotland Excel Unaudited Annual Accounts 2015/16</b>   | <b>103 - 140</b> |
|             | Report by Treasurer.  |                  |
| <b>7</b>    | <b>Accounts Commission Report - Procurement in Councils</b>   | <b>141 - 168</b> |
|             | Report by Director of Scotland Excel.   |                  |

<b>8</b>	<b>Procurement Commercial Improvement Programme (PCIP) Update</b>	<b>169 - 172</b>
	Report by Director of Scotland Excel.	
<b>9</b>	<b>Membership of the Executive Sub-committee</b>	<b>173 - 174</b>
	Report by Clerk.	
<b>10</b>	<b>Review of Scotland Excel Governance</b>	<b>175 - 194</b>
	Report by Clerk.	
<b>11</b>	<b>Review of Standing Orders Relating to Contracts</b>	<b>195 - 198</b>
	Report by Clerk.	
<b>12</b>	<b>Organisation Information Report</b>	<b>199 - 200</b>
	Report by Director of Scotland Excel.	
<b>13</b>	<b>Date of Next Meeting</b>	
	Note that the next meeting of the Joint Committee will be held at 10.45 am on Friday 9 December 2016 in the City Chambers, Glasgow City Chambers.	