

A special meeting of the Audit Committee will be held on Tuesday 8 February 2022 at 3pm.

This meeting is by remote online access only through the videoconferencing facilities which are available to participants and relevant officers. The joining details have been issued.

In the event of connectivity issues, Members are asked to use the *join by phone* number in the Webex invitation and as noted above.

Information relating to the recording of meetings can be found at the end of this notice.

Please note that this meeting will be live-streamed via You Tube with the exception of any business which is treated as exempt in terms of the Local Government (Scotland) Act 1973 as amended.

IAIN STRACHAN
Head of Legal & Democratic Services

BUSINESS

1. Apologies, Substitutions and Declarations of Interest	Page
NEW BUSINESS	
2. Review of Standing Orders relating to Contracts and Financial Regulations Report by Interim Director of Finance & Corporate Governance	P

The report is available publicly on the Council's website and the minute of the meeting will be submitted to the next standing meeting of the Inverclyde Council. The agenda for the meeting of the Inverclyde Council will be available publicly on the Council's website.

Please note: this meeting may be recorded or live-streamed via You Tube and the Council's internet site, where it will be capable of repeated viewing. At the start of the meeting the Provost/Chair will confirm if all or part of the meeting is being recorded or live-streamed.

You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during any recording or live-streaming will be retained in accordance with the Council's published policy, including, but not limited to, for the purpose of keeping historical records and making those records available via the Council's internet site or You Tube.

If you are participating in the meeting, you acknowledge that you may be filmed and that any information pertaining to you contained in the recording or live-stream of the meeting will be used for webcasting or training purposes and for the purpose of keeping historical records and making those records available to the public. In making this use of your information the Council is processing data which is necessary for the performance of a task carried out in the public interest. If you are asked to speak at the meeting then your submission to the committee will be captured as part of the recording or live-stream.

If you have any queries regarding this and, in particular, if you believe that use and/or storage of any particular information would cause, or be likely to cause, substantial damage or distress to any individual, please contact the Information Governance team at dataprotection@inverclyde.gov.uk.

Enquiries to - **Lindsay Carrick** - Tel 01475 712114