

Notice of Meeting and Agenda

Monitoring and Audit Committee

Venue: **Microsoft Teams.**

Date: **Thursday, 1 April 2021.**

Time: **10:00.**



Dear Councillor,

You are invited to attend the above meeting.

A note of the business to be considered is attached.

John W Mundell OBE,
Interim Chief Executive.

Contact

Clerk Name: Sandra Craigie.

Clerk Email: committees@orkney.gov.uk

Further Information

Due to COVID-19 restrictions, this meeting is not open to the public.

This agenda and associated reports are available in portable document format (pdf) at <https://www.orkney.gov.uk/>

Audio Recording Notice

Please note that this meeting will not be broadcast over the Internet on Orkney Islands Council's website. The meeting will be recorded, with the recording publicly available following the meeting and available for listening to for 12 months thereafter. The Council is a Data Controller in terms of data protection legislation. Data collected during the audio cast will be retained in accordance with the Council's Data Protection Policy. Further information about how the Council uses personal information and associated rights is available on the Council's website.

Order of Business

1. Apologies.

2. Declarations of Interest.

Members are asked to consider whether they have an interest to declare in relation to any item on this agenda. Any member making a declaration of interest should indicate whether it is a financial or non-financial interest and include some information on the nature of the interest. Advice may be sought from Officers prior to the meeting taking place.

3. Form of Voting.

In terms of Standing Order 21.4, the form of voting at meetings of the Monitoring and Audit Committee is by a show of hands. It is proposed that, as the meeting is being conducted via Microsoft Teams, notwithstanding Standing Order 21.5, (procedural votes are by a show of hands) should a vote be required, the form of voting to be adopted should be by calling the roll (recorded vote).

4. Disclosure of Exempt Information.

The Committee is asked to consider whether the public should be excluded from the meeting for Item 7.5, as consideration of the business may involve the likely disclosure of exempt information of the class described in the relevant paragraph of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

5. Audit Scotland – External Audit Plan – report by Chief Executive **attached**.

6. Internal Audit Strategy and Plan – report by Chief Internal Auditor **attached**.

7. Internal Audit Reports:

7.1. Orkney Harbours Masterplan Phase 1 – Approval Process – report by Chief Internal Auditor **attached**.

7.2. Contract Management – report by Chief Internal Auditor **attached**.

7.3. United Kingdom Parliamentary Election 2019 – Election Expenses Return – report by Chief Internal Auditor **attached**.

7.4. Treasury Management – report by Chief Internal Auditor **attached**.

7.5. Fraud Investigation – report by Chief Internal Auditor **attached**.

Not for publication by virtue of paragraphs 1 and 14 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

Local Government (Scotland) Act 1973 – Schedule 7A

Access to Information: Descriptions of Exempt Information

- Paragraph 1 Information relating to a particular employee, former employee or applicant to become an employee of, or a particular office holder, former office-holder or applicant to become an office-holder under, the authority.
- Paragraph 14. Any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime.