

# Notice of Meeting and Agenda

## Monitoring and Audit Committee

Venue: **Microsoft Teams.**

Date: **Thursday, 11 March 2021.**

Time: **15:00.**



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](mailto: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 Appendix 2 of Item 5, as consideration of the business may involve the likely disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

5. Internal Audit Report: Quarry Procurement Procedures – report by Chief Internal Auditor **attached**.

**\*Appendix 2 – Not for publication by virtue of paragraphs 1, 6 and 13 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 6. Information relating to the financial or business affairs of any particular person (other than the authority).
- Paragraph 13. Information which, if disclosed to the public, would reveal that the authority proposes –
- (a)** to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - (b)** to make an order or direction under any enactment.