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Performance and Audit Committee

Notice of Meeting and Agenda

Venue: Council Chamber, Council Offices, Kirkwall.

Date: Wednesday, 25 September 2024.

Time: 10:30.

Dear Member,

You are invited to attend the above meeting.

A note of the business to be considered is attached.

Joanna Kenny, Chair.

Contact

Clerk Name: Sandra Craigie.

Clerk Email: committees@orkney.gov.uk.

Further Information

This is a meeting which is open to the public.

This agenda and associated reports are available in portable document format (pdf) [here](#).

Audio Recording Notice

Please note that this meeting will be broadcast live (audio only) over the Internet on Orkney Islands Council's website. The meeting will also be recorded, with the recording publicly available for listening to after the meeting for at least 12 months. 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

Apologies should be intimated to the Clerk, Sandra Craigie, Committees Officer, Orkney Islands Council, by email to committees@orkney.gov.uk.

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. Minute of Previous Meeting

The draft Minute of the Meeting held on 26 June 2024 is **attached** for consideration, checking for accuracy and approval.

4. Matters Arising Log

The **attached** log provides details on matters arising from the meeting held on 26 June 2024, for consideration and to enable the Committee to seek assurance on progress, actions due and to consider corrective action, where required.

5. External Annual Audit Report

The report **to follow** presents the External Auditor's Annual Audit Report to those charged with governance of the Orkney Integration Joint Board Annual Accounts, for scrutiny.

6. Annual Accounts

The report **to follow** presents the final Annual Accounts for financial year 2023/24, for consideration and approval.

7. Strategic Plan Priorities – Progress Report

The **attached** report presents an update on progress made against the priorities of the Strategic Plan, associated milestones and actions, for scrutiny.

8. Internal Audit – Internal Communications

The **attached** report presents the Internal Audit on Internal Communications, for scrutiny.

9. Date and Time of Next Meeting

The Committee is invited to note that the next meeting will be held on Wednesday, 11 December 2024 at 10:30.

Proposed dates for 2025 for approval:

- 19 March 2025.
- 18 June 2025.
- 25 September 2025.
- 3 December 2025