

**Stephen Brown (Chief Officer)**

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## **Performance and Audit Committee**

### **Notice of Meeting and Agenda**

Venue: Microsoft Teams.

Date: Wednesday, 13 March 2024.

Time: 09:30.

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](mailto: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 a period of up to 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](mailto:committees@orkney.gov.uk).

## 2. Appointment of Chair

In accordance with the Terms of Reference, the Chair of the Performance and Audit Committee will be a voting member of the Integration Joint Board drawn from the partner agency not currently holding the Chair of the Integration Joint Board.

For the period to May 2025, the Chair of the Performance and Audit Committee must be one of NHS Orkney's voting members.

## 3. 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.

## 4. Minute of Previous Meeting

The draft Minute of the Meeting held on 6 December 2023 is **attached** for consideration, checking for accuracy and approval.

## 5. Matters Arising Log

The **attached** log provides details on matters arising from the meeting held on 6 December 2023, for consideration and to enable the Committee to seek assurance on progress, actions due and to consider corrective action, where required.

## 6. Internal Audit Strategy and Plan

The **attached** report presents the Internal Audit Strategy and Plan for 2024/25 for consideration and approval.

## 7. Orkney Islands Council Internal Audit of Direct Payments

The **attached** report presents the internal audit report completed for Orkney Islands Council, on procedures and controls relating to Direct Payments within Orkney Health and Care, for noting.

**\*Appendix 2 - Not for publication by virtue of paragraphs 3, 4 and 8 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.**

## 8. Strategic Plan Priorities – Progress Report

The **attached** report presents an update on progress made against the Integration Joint Board's six Strategic Priorities, associated milestones and actions, for scrutiny.

## **9. Date and Time of Next Meeting**

The Committee is invited to note that the next meeting will be held on Wednesday, 26 June 2024 at 10:30.

Future meeting date:

- Wednesday, 25 September 2024.
- Wednesday, 11 December 2024.

## **Local Government (Scotland) Act 1973 – Schedule 7A**

### **Access to Information: Descriptions of Exempt Information**

- Paragraph 3. Information relating to any particular applicant for, or recipient or former recipient of, any service provided by the authority.
- Paragraph 4. Information relating to any particular applicant for, or recipient or former recipient of, any financial assistance provided by the authority.
- Paragraph 8. The amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods or services.