

Notice of Meeting and Agenda

Monitoring and Audit Committee

Venue: **Council Chamber, Council Offices, Kirkwall.**

Date: **Thursday, 9 June 2022.**

Time: **11:00.**



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

This is a meeting which is 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 be recorded and broadcast over the Internet on Orkney Islands Council's website. The recording will also be 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. Appointment of Vice Chair.

4. Audit Scotland – Annual Audit Plan – report by Corporate Director for Enterprise and Sustainable Regeneration **to follow**.

5. Local Code of Corporate Governance: Annual Assessment and Improvement Plan – report by Corporate Director for Strategy, Performance and Business Solutions **attached**.

6. Internal Audit Charter – report by Chief Internal Auditor **attached**.

7. External Quality Assessment – report by Chief Internal Auditor **attached**.

8. Internal Audit Reports:

8.1. Budget Monitoring Process – report by Chief Internal Auditor **attached**.

8.2. Business Continuity – report by Chief Internal Auditor **attached**.

8.3. Staff Travel and Expenses – report by Chief Internal Auditor **attached**.

8.4. Summary of Small Annual Reviews – report by Chief Internal Auditor **attached**.

8.5. Lifestyles Service – report by Chief Internal Auditor **attached**.

Not for publication by virtue of paragraph 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 14. Any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime.