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Performance and Audit Committee

Notice of Meeting and Agenda

Venue: Council Chamber, Council Offices, Kirkwall.

Date: Wednesday, 6 July 2022.

Time: 14:30.

Dear Member,

You are invited to attend the above meeting.

A note of the business to be considered is attached.

Stephen Brown, Chief Officer.

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 recorded 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

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 16 March 2022 is **attached** for consideration, checking for accuracy and approval.

4. Matters Arising Log

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

5. Performance Monitoring

The **attached** report presents the first quarterly performance report for scrutiny.

6. Internal Audit Charter

The **attached** report presents the Internal Audit Charter for 2022 to 2024 for consideration and approval.

7. Internal Audit Annual Report and Opinion

The **attached** report presents the Internal Audit Annual Report and Opinion for 2021/22, for scrutiny.

8. Date and Time of Next Meeting

The Committee is invited to note that the next meeting will be held on Wednesday, 28 September 2022 at 09:30.

Future meeting dates:

- Wednesday 7 December 2022 at 09:30.