

# Minute

## Monitoring and Audit Committee

Thursday, 27 August 2020, 11:00.

Microsoft Teams.



## Present

Councillors John T Richards, David Dawson, Stephen G Clackson, Andrew Drever, Steven B Heddle and John A R Scott.

## Clerk

- Hazel Flett, Senior Committees Officer.

## In Attendance

- Gavin Barr, Executive Director of Development and Infrastructure.
- Gillian Morrison, Executive Director of Corporate Services.
- James Wylie, Executive Director of Education, Leisure and Housing.
- Gareth Waterson, Head of Finance.
- Gavin Mitchell, Head of Legal Services.
- Andrew Groundwater, Head of HR and Performance.
- Colin Kemp, Corporate Finance Senior Manager.
- Andrew Paterson, Chief Internal Auditor.
- Shonagh Merriman, Accounting Manager (Corporate Finance).

## Audit Scotland:

- Gillian Woolman, Audit Director.
- Claire Gardiner, Senior Audit Manager.

## Observing

- David Hartley, Communications Team Leader.
- Sandra Craigie, Committees Officer.

## Declarations of Interest

- Councillor Stephen G Clackson – Item 3.
- Councillor David Dawson – Item 3.
- Councillor Andrew Drever – Item 3.
- Councillor John T Richards – Item 3.
- Councillor John A R Scott – Item 3.

## **Chair**

- Councillor John T Richards.

### **1. Form of Voting**

The Committee resolved that, should a vote be required in respect of the matters to be considered at this meeting, notwithstanding Standing Order 21.4, the form of voting should be by calling the roll or recorded vote.

### **2. Internal Audit Annual Report and Assurance Statement**

After consideration of a report by the Chief Internal Auditor, copies of which had been circulated, the Committee:

Noted:

**2.1.** The Internal Audit Annual Report and Assurance Statement for 2019/20, attached as Appendix 1 to the report by the Chief Internal Auditor.

**2.2.** That, subject to exclusions set out within the Internal Audit Annual Report 2019/20, in general there were adequate controls operating in respect of the areas which were subject to audit review.

### **3. Draft Annual Accounts**

Councillors Stephen Clackson, David Dawson and Andrew Drever declared non-financial interests in this item, being Board Members of Orkney Ferries Limited, but concluded that their interests did not preclude their involvement in the discussion.

Councillors Andrew Drever, John T Richards and John A R Scott declared non-financial interests in this item, being Council-appointed trustees of the Pickaquoy Centre Trust, but concluded that their interests did not preclude their involvement in the discussion.

Councillor John A R Scott declared a further non-financial interest in this item, being a THAW Board Member, but concluded that his interest did not preclude his involvement in the discussion.

After consideration of a report by the Head of Finance, copies of which had been circulated, the Committee:

Resolved, in terms of delegated powers:

**3.1.** That the Annual Governance Statement, comprising pages 24 to 36 of the draft Annual Accounts for financial year 2019/20, be approved.

**3.2.** That the draft Annual Accounts for financial year 2019/20, attached as Appendix 1 to the report by the Head of Finance, be approved.

#### **4. Conclusion of Meeting**

At 12:02 the Chair declared the meeting concluded.

Signed: J T Richards.