

Notice of Meeting and Agenda

Monitoring and Audit Committee

Venue: **Microsoft Teams.**

Date: **Thursday, 10 June 2021.**

Time: **10:30.**



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

Due to COVID-19 restrictions, this meeting is not 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 not be broadcast over the Internet on Orkney Islands Council's website. The meeting will be recorded, with the recording 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. Form of Voting.

In terms of Standing Order 21.4, the form of voting at meetings of the Monitoring and Audit Committee is by a show of hands. It is proposed that, as the meeting is being conducted via Microsoft Teams, notwithstanding Standing Order 21.5, (procedural votes are by a show of hands) should a vote be required, the form of voting to be adopted should be by calling the roll (recorded vote).

4. Local Code of Corporate Governance: Annual Assessment and Improvement Plan – report by Chief Executive **attached**.

5. Orkney Integration Joint Board – Internal Audit Reporting Protocol – report by Chief Internal Auditor **attached**.

6. Internal Audit Reports:

6.1. IT Security – Remote Working – report by Chief Internal Auditor **attached**.

6.2. Housing Benefit and Council Tax Reduction – report by Chief Internal Auditor **attached**.

6.3. Carers (Scotland) Act 2016 – report by Chief Internal Auditor **attached**.

6.4. Flights Analysis – report by Chief Internal Auditor **attached**.

6.5. Update to Orkney Harbours Masterplan Phase 1 – Approval Process – report by Chief Internal Auditor **attached**.

6.6. Financial Controls – report by Chief Internal Auditor **attached**.

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