

# Minute

## Monitoring and Audit Committee

Thursday, 11 March 2021, 15:00.

Microsoft Teams.



## Present

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

## Clerk

- Sandra Craigie, Committees Officer.

## In Attendance

- John W Mundell, Interim Chief Executive.
- Gavin Barr, Executive Director of Development and Infrastructure.
- Gareth Waterson, Head of Finance.
- Gavin Mitchell, Head of Legal Services.
- Karen Greaves, Head of Executive Support.
- Andrew Paterson, Chief Internal Auditor.
- Peter Thomas, Internal Auditor.

## Audit Scotland:

- Gillian Woolman, Audit Director.
- Claire Gardiner, Senior Audit Manager.
- Neil Reid, Senior Auditor.

## Observing

### Non-Members of the Monitoring and Audit Committee:

Councillors Alexander G Cowie, Barbara Foulkes, Rachael A King, Stephen Sankey, Graham Sinclair, James Stockan, Owen Tierney and Duncan Tullock.

Councillor Magnus O Thomson (for part of Item 3).

## Officers:

- James Wylie, Executive Director of Education, Leisure and Housing.
- Hayley Green, Head of IT and Facilities.
- Andrew Groundwater, Head of HR and Performance.
- Rosemary Colsell, Procurement Manager.
- Hazel Flett, Senior Committees Officer.

- David Hartley, Communications Team Leader.
- Lorraine Stout, Press Officer.

## **Declarations of Interest**

- No declarations of interest were intimated.

## **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 (recorded vote).

## **2. Disclosure of Exempt Information**

After hearing advice from the Head of Legal Services regarding the nature of the exempt information contained in Appendix 2 of Item 3, Councillor John T Richards, seconded by Councillor David Dawson, moved that, should members wish to discuss the information contained in Appendix 2 of Item 3, the public should be excluded from the meeting.

Councillor John A R Scott moved an amendment that the public should not be excluded from the meeting should members wish to discuss the information contained in Appendix 2 of Item 3.

On receiving no seconder, his amendment fell, and the Committee:

Resolved that, should members wish to discuss the information contained in Appendix 2 of Item 3, the public be excluded from the meeting, as consideration of the business would involve the likely disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

## **3. Internal Audit Report – Quarry Procurement Procedures**

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

Noted:

**3.1.** That Internal Audit had undertaken an audit of the procurement and importation of stone to Cursiter Quarry.

**3.2.** The findings contained in the internal audit report, attached as Appendix 1 to the report by the Chief Internal Auditor, relating to the procurement and importation of stone to Cursiter Quarry.

On the motion of Councillor John T Richards, seconded by Councillor David Dawson, the Committee resolved:

**3.3.** That the public be excluded from this part of the meeting to enable the Committee to consider Appendix 2 of the report by the Chief Internal Auditor, which contained exempt information as defined in paragraphs 1, 6 and 13 of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

After hearing a report from the Chief Internal Auditor, the Committee **suspended Standing Orders** in order that the meeting might continue beyond 17:00.

The Committee thereafter noted:

**3.4.** The content of Appendix 2 to the report by the Chief Internal Auditor.

The Committee resumed consideration of the internal audit findings, in public, and, on the motion of Councillor David Dawson, seconded by Councillor John T Richards, thereafter resolved:

**3.5.** That, having reviewed the audit findings referred to at paragraph 3.2 above, assurance was obtained that action had been taken or agreed where necessary.

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

At 17:12 the Chair declared the meeting concluded.

Signed: J T Richards.