

Stephen Brown (Chief Officer)

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Performance and Audit Committee

Notice of Meeting and Agenda

Venue: Council Chamber, Council Offices, Kirkwall.

Date: Wednesday, 3 December 2025.

Time: 10:00.

Dear Member,

You are invited to attend the above meeting.

A note of the business to be considered is attached.

Lindsay Hall, Chair.

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) [here](#).

Audio Recording Notice

Please note that this meeting will be broadcast live (audio only) over the Internet on Orkney Islands Council's website. The meeting will also be recorded, with the recording publicly available for listening to after the meeting for at least 12 months. 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 25 September 2025 is **attached** for consideration, checking for accuracy and approval.

4. Matters Arising Log

The **attached** log provides details on matters arising from the meeting held on 25 September 2025, for consideration and to enable the Committee to seek assurance on progress, actions due and to consider corrective action, where required.

5. External Audit Actions

The **attached** report presents an update on progress with External Audit actions, for scrutiny.

6. Internal Audit Actions

The **attached** report presents an update on progress with Internal Audit actions, for scrutiny.

7. Registered Services within Orkney Health and Care

The **attached** report presents the six-monthly assurance report on inspection activities for registered services within the Orkney Health and Social Care Partnership, for scrutiny.

8. Strategic Plan Priorities – Progress

The **attached** report presents the regular update on progress made against three of the six Strategic Priorities, Associated Milestones and Actions, for scrutiny.

9. Date and Time of Next Meeting

The Committee is invited to note that the next meeting will be held on Wednesday, 18 March 2026 at 14:00.

Future meeting dates:

- 24 June 2026 (at 14:00).
- 23 September 2026 (at 14:00).
- 9 December 2026 (at 14:00).