

Minute

Monitoring and Audit Committee

Thursday, 13 February 2024, 14:00.

Council Chamber, Council Offices, School Place, Kirkwall.



Present

Councillors P Lindsay Hall, Gillian Skuse, W Leslie Manson, James R Moar, John A R Scott and Mellissa-Louise Thomson.

Clerk

- Sandra Craigie, Committees Officer.

In Attendance

- Stephen Brown, Chief Officer, Orkney Health and Social Care Partnership.
- Hayley Green, Corporate Director for Neighbourhood Services and Infrastructure (for Items 1 to 3).
- Lynda Bradford, Head of Health and Community Care.
- Andrew Groundwater, Head of Human Resources and Organisational Development.
- Gavin Mitchell, Head of Legal and Governance.
- Andrew Paterson, Chief Internal Auditor.
- Shonagh Merriman, Service Manager (Corporate Finance) (for Items 1 and 2).
- Jem Brewer, Internal Auditor.
- Nick Blyth, Climate Change Strategy Officer (for Item 1).

In Attendance via remote link (Microsoft Teams)

- Gareth Waterson, Corporate Director for Enterprise and Sustainable Regeneration.
- Darren Morrow, Chief Social Work Officer and Head of Children, Families and Justice Services.

Observing

- Rosemary Colsell, Service Manager (Procurement) (for Items 1 and 2).
- Pat Robinson, Service Manager (Accounting) (for Items 3 to 6).
- Melanie Slater, Service Manager (Customer Services and Corporate Administration) (for Items 1 and 2).
- Katie Gibson, Team Manager (Corporate Finance) (for Items 1 and 2).
- Kirsty Groundwater, Team Manager (Communications).

Apology

- Councillor Stephen G Clackson.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor P Lindsay Hall.

1. Internal Audit – Climate Change Reporting

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

Scrutinised the findings contained in the internal audit report, attached as Appendix 1 to the report by the Chief Internal Auditor, relating to the systems and processes from which information was produced for the Climate Change Duties Report 2023/24, and obtained assurance that action had been taken or agreed where necessary.

2. Internal Audit – Insurance

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

Scrutinised the findings contained in the internal audit report, attached as Appendix 1 to the report by the Chief Internal Auditor, relating to controls and procedures around insurance, and obtained assurance that action had been taken or agreed where necessary.

3. Internal Audit – Roads Services

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

Scrutinised the findings contained in the internal audit report, attached as Appendix 1 to the report by the Chief Internal Auditor, evaluating the efficiency, effectiveness and compliance of the Roads Service with applicable policies, regulations and best practice, and obtained assurance that action had been taken or agreed where necessary.

4. Exclusion of Public

On the motion of Councillor P Lindsay Hall, seconded by Councillor Gillian Skuse, the Committee resolved that the public be excluded from the meeting for consideration of Item 5, as the business to be considered involved the 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.

The Committee noted that, in terms of Standing Order 15.6, Councillor John A R Scott wished his dissent from the resolution above to be recorded.

5. Orkney Health and Care – Payment Processes

Under section 50A(4) of the Local Government (Scotland) Act 1973, the public had been excluded from the meeting for this item on the grounds that it involved the disclosure of exempt information as defined in paragraphs 1, 4, 5 and 6 of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

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

Scrutinised the findings contained in the internal audit report, attached as Appendix 1 to the report by the Chief Internal Auditor, assessing the adequacy of, and compliance with, internal controls relating to the procedures and processes in place in respect of the making of payments within the remit of Orkney Health and Care, and obtained assurance that action had been taken or agreed where necessary.

Councillor Mellissa-Louise Thomson left the meeting during discussion of this item.

6. Conclusion of Meeting

At 15:44 the Chair declared the meeting concluded.

Signed: P L Hall.