

# Report

9

Report to:	<b>Risk and Audit Scrutiny Forum</b>
Date of Meeting:	<b>14 July 2011</b>
Report by:	<b>Executive Director (Corporate Resources)</b>

Subject:	<b>Forward Programme for Future Meetings</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ Advise members of the forward programme for the Risk and Audit Scrutiny Forum to the end of 2011
- ◆ Invite members to suggest topics for inclusion in the Forum's forward programme

## 2. Recommendation(s)

2.1. The Forum is asked to approve the following recommendation(s):-

- (1) that the report and the outline forward programme for the Risk and Audit Scrutiny Forum attached as an appendix to the report is noted

## 3. Background

3.1. The Audit Scotland report on the Audit of Best Value and Community Planning highlighted the need for changes to the membership and conduct of the (former) Risk Management and Audit Forum to improve compliance with good practice guidance.

3.2. As part of the improvement measures, an Action Plan for the Risk and Audit Scrutiny Forum has been prepared. The Plan contains a number of proposed actions, one of which is to include, as a standard agenda item, proposals for the following meeting of the Forum to provide an opportunity for members to inform future agendas. The outline forward programme for the Forum to the end of 2011 is attached, for members' information, as an appendix to the report.

## 4. Employee Implications

4.1. None

## 5. Financial Implications

5.1. None

## 6. Other Implications

6.1. There are no risk or sustainability issues associated with the content of this report.

## 7. Equality Impact Assessment and Consultation Arrangements

7.1. None required

**Robert McIlwain**  
**Executive Director (Corporate Resources)**

23 June 2011

**Link(s) to Council Values/Improvement Themes/Objectives**  
Improvement Theme – Governance and Accountability

**Previous References**  
Executive Committee 8 July 2009

**List of Background Papers**  
Audit Scotland Audit of Best Value and Community Planning

**Contact for Further Information**  
If you would like to inspect the background papers or want further information, please contact:-  
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## APPENDIX – RASF DRAFT FORWARD PROGRAMME TO END 2011

Date	Item	Responsibility
29 September 2011	1. External Audit Opinions and Annual Audit Findings	External Audit
	2. Financial Resources Scrutiny Forum Activity	Head of Finance
	3. Governance Improvements	Head of Legal/Research Advisor
	4. Audit Scotland National Performance Audits – Procurement and Waste Management	External Audit
	5. Internal Audit Progress Report	Risk and Audit Manager
	6. Efficiency Statement 2010/2011	Head of Finance
3 November 2011	1. Annual Report to Members and Controller of Audit including Final Management Letter	External Audit
	2. Top Risk update	Risk and Audit Manager
	3. Progress on Risk management Workplan	Risk Advisor

N.B. Audit Scotland national studies and reviews will appear as a recurring item but the frequency and subject matter will vary according to their programme.