

Report

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Report to:	Risk and Audit Scrutiny Forum
Date of Meeting:	16 December 2010
Report by:	Executive Director (Corporate Resources)

Subject:	Forward Programme for Future Meetings
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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. None

7. Equality Impact Assessment and Consultation Arrangements

7.1. None required

Robert McIlwain
Executive Director (Corporate Resources)

26 November 2010

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
3 March 2011	1. Internal Audit Plan	Risk and Audit Manager
	2. Follow up report	External Audit
	3. Internal Audit Progress Report (Recurring item)	Risk and Audit Manager
	4. Activity of PAF and Budget Scrutiny Forum	Head of Improvement and Head of Finance
	5. Audit Scotland – Getting it Right for Children in Residential Care	Head of Child and Families
	6. NFI update	Audit Advisor
	7. Top risk update	Risk Advisor
19 May 2011	1. Interim Controls Report	External Audit
	2. Priorities and Risk Framework Review	External Audit
	3. Internal Audit Annual Report	Risk and Audit Manager
	4. Internal Audit Compliance with Code of Practice	Risk and Audit Manager
	5. Review of Risk Management Arrangements against Standards	Risk Advisor
14 July 2011	1 Draft SLC Annual Accounts	Head of Finance
	2. Governance Statement	Head of Administration
	3. Efficiencies, Savings and Formal Statement	Head of Finance
	4. Approval of RASF Annual Report	Risk and Audit Manager
	5. Risk management Annual Report	Risk and Audit Manager
	6. Management of Fraud Risks	Audit Advisor
	7. Group Assurance	Head of Administration
	8. Performance Indicators Report	Accounting and Budgeting Manager
29 September 2011	9. Best Value update	Head of Improvement
	1. External Audit Opinions and Annual Audit Findings	External Audit
	2. Final Accounts and Annual Report	Head of Finance
	3. Financial Strategy	Head of Finance
	4. Forum Effectiveness and Assessment	Head of Administration
3 November 2011	5. Governance Improvements	Head of Administration
	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. This has not yet been published for 2011/12.