

## Notice of Meeting and Agenda Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 28 August 2017	10:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM  
Head of Corporate Governance

### Membership

Councillor Tom Begg: Councillor Stephen Burns: Councillor Michelle Campbell: Councillor Alison Jean Dowling: Councillor Neill Graham: Councillor Jim Harte: Councillor Emma Rodden:

Councillor Bill Binks (Convener): Councillor Jim Sharkey (Depute Convener):

### Members of the Press and Public

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

### Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at [www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx](http://www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx)

For further information, please either email  
[democratic-services@renfrewshire.gov.uk](mailto:democratic-services@renfrewshire.gov.uk) or telephone 0141 618 7112.

## Items of business

### Apologies

Apologies from members.

### Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

<b>1</b>	<b>Training for Audit, Risk &amp; Scrutiny Board Members</b>	<b>5 - 20</b>
	Report by Chief Auditor.	
<b>2</b>	<b>Summary of Internal Audit Reports for Period to 30 June 2017</b>	<b>21 - 28</b>
	Report by Chief Auditor.	
<b>3</b>	<b>Internal Audit and Counter Fraud Progress and Performance for period to 30 June 2017</b>	<b>29 - 34</b>
	Report by Chief Auditor.	
<b>4</b>	<b>Internal Audit Charter</b>	<b>35 - 42</b>
	Report by Chief Auditor.	
<b>5</b>	<b>Review of the Adequacy of Internal Audit for the Period to 31 March 2017</b>	<b>43 - 48</b>
	Report by Chief Auditor.	
<b>6</b>	<b>Risk Management Annual Report</b>	<b>49 - 62</b>
	Report by Director of Finance & Resources.	
<b>7</b>	<b>Absence Statistics - 2017/18 Quarter 1</b>	<b>63 - 72</b>
	Report by Director of Finance & Resources.	
<b>8</b>	<b>Records Management Plan Update</b>	<b>73 - 78</b>
	Report by Director of Finance & Resources.	
	AMENDED REPORT AT BOTTOM OF AGENDA.	
<b>9</b>	<b>Accounts Commission - Roles and Working Relationships in Councils - Are you Still Getting it Right?</b>	<b>79 - 90</b>
	Report by Director of Finance & Resources.	
<b>10</b>	<b>Audit, Risk &amp; Scrutiny Board - Annual Report 2016/17</b>	<b>91 - 98</b>
	Report by Director of Finance & Resources.	

**11 Audit, Risk & Scrutiny Board - Annual Programme  
2017/18**

**99 - 102**

Report by Director of Finance & Resources.