

# **Audit, Risk and Scrutiny Board**

## **Terms of Reference**

The following shall comprise the areas of responsibility of the Audit, Risk and Scrutiny Board:

### **General Delegations**

1. To grant authority to members to attend seminars, conferences and other visits.
2. To approve where required the Council's response to consultation papers which are within the Board's terms of reference.

### **Audit**

3. To act as the Council's Audit Committee.
4. To consider reports by the Accounts Commission, Audit Scotland and other similar organisations and to make recommendations where appropriate to the Council.
5. To consider reports by the Council's external auditors including those relating to the Council's annual accounts and to submit recommendations to the Council.
6. To approve the Council's internal audit charter and annual plans.
7. To consider internal audit performance and progress reports and the main findings of the internal audit work and the Chief Auditor's annual report.
8. To consider and monitor reports regarding compliance by services with recommendations made by both Internal and External Audit.
9. To consider Corporate Counter Fraud Outcomes.

### **Corporate Governance**

10. To consider the Council's code of corporate governance.

### **Risk Management**

11. To approve the risk management policy and strategy.
12. To consider the effectiveness of the risk management arrangements through consideration of the annual risk management report.
13. To oversee the Council's risks and associated actions through consideration of six-monthly risk reports.

### **Monitoring and Reviewing Service Delivery Performance, Policies and Practices**

14. To review performance management arrangements across all services and to submit recommendations to the Council.
15. To consider reports by the Scottish Public Services Ombudsman in terms of the Scottish Public Services Ombudsman Act 2002.
16. To review service delivery and performance across all services and to submit recommendations to the Council.
17. To conduct reviews into particular issues and/or policies at the request of the Leadership Board and/or Council. Such reviews shall only occur after a period of not less than 6 months has elapsed from the date of implementation of the policy.
18. To review decisions taken by the Policy Boards (other than those concerning quasi-judicial functions) and how they are implementing Council policy and to submit recommendations to the Leadership Board. Such reviews shall only occur after a period of not less than 6 months has elapsed from the date of implementation of the policy.

### **Community Leadership through Monitoring of Other Public Bodies Etc**

19. To conduct reviews of issues of significance and/or concern to Renfrewshire which are not necessarily matters which are the responsibility of the Council.
20. To conduct reviews of the activities of other public bodies, including Joint Boards and Joint Committees in so far as they impact on Renfrewshire.

### **Standards and Ethics**

21. To consider matters of policy relating to standards and ethics in relation to elected members, including the promotion of codes of conduct, but excluding consideration of allegations against a councillor, as this will be dealt with by the Chief Investigating Officer and Standards Commission appointed by Scottish Ministers.
22. To consider guidance issued by the Standards Commission under section 6 of the Ethical Standards in Public Life etc. (Scotland) Act 2000 and to ensure the application of such guidance.

### **Written Intimations**

23. To determine requests submitted by individual Audit, Risk and Scrutiny Board members for a particular matter to be considered which is within the terms of reference of the Audit, Risk and Scrutiny Board.