

**To:** Audit, Risk & Scrutiny Board

**On:** 18 March 2018

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**Report by:** Director of Finance & Resources

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**Heading:** **AUDIT, RISK & SCRUTINY ANNUAL PROGRAMME 2018/19**

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## **1 Summary**

- 1.1 The Board at its meeting held on 27 August 2018 agreed an annual programme of activity for 2018/2019.
- 1.2 This report outlines the reviews to be undertaken as part of the 2018/19 programme and identifies Lead Officers to take forward the reviews.

## **2. Recommendations**

- 2.1 That it be noted that the reviews, namely: maintenance of multi-occupancy accommodation; the effectiveness of fair trade; and the conversion of grassed areas to parking will proceed with investigations;
- 2.2 That it be noted that the review in relation to bus deregulation and its effect on transport services in Renfrewshire will commence August 2019; and
- 2.3 That the Lead Officers identified within the report be noted.

### 3 Background

- 3.1 Three of the reviews from the 2017/18 programme have recently been completed, namely: fly-tipping in the countryside and known fly-tipping spots; housing repairs by Council and outside contractors; and the newly introduced speed limit in Brookfield (A761).
- 3.2 A report on the reserve topic of Japanese Knotweed was submitted to the Board on 25 September 2018
- 3.3 At the meeting of the Board held on 27 August 2018 it was agreed that the 2018/19 annual programme comprise of the following reviews and their order of priority: (i) bus deregulation and its effect on transport services in Renfrewshire; (ii) maintenance of multi- occupancy accommodation; (iii) the effectiveness of Fair Trade; and (iv) the conversion of grassed areas to parking.

### 4 Progression of the 2018/19 Programme of Reviews

- 4.1 Lead Officers have been identified to take forward the remaining four reviews as follows:
  - **Bus deregulation** – originally this review was to be taken forward by Lead Officer Peter McCulloch, Adult Services Manager, Renfrewshire Health & Social Care Partnership. The initial scoping report was submitted to the Board on 27 August 2018, however, the Lead Officer was seconded to the post of Head of Health & Social Care Services and had to withdraw from the review. Jamie Mackie, Placemaking Team Leader, Communities, Housing & Planning Services has been identified as the new Lead Officer to take forward this review;
  - **Maintenance of multi-occupancy accommodation** - Dorothy Kerr, Service Co-Ordination Manager, Environment & Infrastructure;
  - **The effectiveness of fair-trade** - Craig Doogan, Energy Team Leader, Finance & Resources; and
  - **Conversion of grassed areas to parking** - Trevor Gray, Education Officer, Children's Services. It should be noted that this review will commence in August 2019.
- 4.2 It is anticipated that the reviews will now proceed with investigations and initial scoping reports will be submitted to a future meeting of the Board.

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## Implications of the Report

1. **Financial** - none
2. **HR & Organisational Development** - none
3. **Community Planning** - none
4. **Legal** - none
5. **Property/Assets** - none
6. **Information Technology** – none
7. **Equality & Human Rights**

- (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety** – none
9. **Procurement** - none
10. **Risk** - none
11. **Privacy Impact** - none
12. **Cosla Policy Position** – not applicable.

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## List of Background Papers - none

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