
To: Renfrewshire Integration Joint Board Audit Committee

On: 30 January 2020

Report by: Clerk

Heading: Proposed Dates of Meetings of the IJB Audit Committee 2020/21

1. Summary

1.1 At the meeting of the IJB Audit Committee held on 29 June 2019 the timetable for future meetings of the IJB Audit Committee to June 2020 was considered. It was agreed that meetings of the Audit Committee be held at 9.00 am on 20 September 2019; 31 January 2020 and a date to be advised in June 2020.

1.2 It is proposed that the IJB Audit Committee meet at 10.00 am on 19 June 2020 in Renfrewshire House, Cotton Street, Paisley.

1.3 Arrangements for meetings of the Audit Committee are governed by the provisions of Standing Order 5.1 of the Audit Committee's Terms of Reference and Procedural Standing Orders which state that:-

“5.1 The Audit Committee shall meet at least three times per year.”

The IJB Audit Committee Terms of Reference are currently being revised and one of the proposed revisions is that the committee shall meet four times per year.

1.4 The suggested dates and times are set out below, with meetings being held on Fridays at 10.00 am:

11 September 2020

4 December 2020

12 March 2021

18 June 2021.

1.5 It is proposed that meetings of the IJB Audit Committee are held in Renfrewshire House, Cotton Street, Paisley, unless that venue is unavailable or unsuitable, in which case it be delegated to the Clerk and Chief Officer, in consultation with the Chair and Vice Chair, to determine an alternative venue.

1.6 A further report will be presented to the IJB Audit Committee in due course to agree meetings post June 2021.

2. Recommendations

- 2.1 That the next meeting of the IJB Audit Committee be held at 10.00 am on 19 June 2020;
- 2.2 That the IJB Audit Committee approve the dates and times of meetings for 2020/21 as detailed in section 1.4 of the report; and
- 2.3 That meetings of the IJB Audit Committee be held in Renfrewshire House, Cotton Street, Paisley, unless that venue is unavailable or unsuitable, in which case it be delegated to the Clerk and Chief Officer, in consultation with the Chair and Vice Chair, to determine an alternative venue.

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** - 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 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 website.
8. **Health & Safety** - none.
9. **Procurement** - none.
10. **Risk** - none.
11. **Privacy Impact** - none.

List of Background Papers – none.

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