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**To:                    Audit, Risk & Scrutiny**

**Board On:        24 August 2020**

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

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**Heading:        AUDIT, RISK & SCRUTINY BOARD  
ANNUAL PROGRAMME 2020/21**

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## **1        Summary**

- 1.1       In terms of the guidelines for its operation, the Audit, Risk & Scrutiny Board prepares an annual programme which may include consideration of routine reports, as well as areas of specific investigation. A lead officer is appointed by the Chief Executive for each investigation.
- 1.2       Each year it has been the practice that members of the Board are asked to suggest topics for investigation and to provide information in relation to why the investigation should be undertaken and the anticipated outcome. A report is thereafter submitted to the Board outlining the suggestions received in order that the Board can agree its annual programme.
- 1.3       This report highlights the issues encountered this year in terms of Covid19 and updates Members on the progress of the Annual Programme for 2019/20.

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## **2        Recommendations**

- 2.1       That the report be noted.
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### **3 Background**

- 3.1 The guidelines for the Board's operation suggest that in relation to (a) scrutiny of service delivery and performance and (b) monitoring and reviewing service delivery, performance, policies and practices, the Board may select particular areas for investigation as part of its annual programme, thereafter making recommendations to the Council. In relation to the Council's role in community leadership, the guidelines recognise that this is not clear cut and requires to be considered carefully to ensure that the respective functions and responsibilities of other public bodies are not compromised but that the Board allows the Council to provide a forum for an informed public debate on these issues.
- 3.2 An invitation to submit suggestions for areas of investigation is normally sent to Members of the Board in May. However, the Convener of the Board agreed that given the current circumstances in relation to Covid19 that the programme would be looked at again later in the year and that the Board continue with the one outstanding review, Conversion of grass areas to parking, with evidence being submitted by any witnesses in writing.

### **4 Progress of Annual Programme 2019/20**

- 4.1 At the Audit, Risk & Scrutiny Board meeting held on 26 August 2019 the following reviews were agreed to be included in the 2019/20 programme:
- (i) maintenance of multi-occupancy accommodation;
  - (ii) bus deregulation and its effect on transport services in Renfrewshire;
  - (iii) the effectiveness of Fair Trade; and
  - (iv) Conversion of grass areas to parking
- 4.2 The maintenance of multi-occupancy accommodation review was completed and submitted to Council on 27 February 2020.
- 4.3 The effectiveness of Fair Trade report is complete and will be submitted to a future meeting of the Council.
- 4.3 The final report on de-regulation of buses was presented to the Board on 16 March 2020 but was continued for further information and is on the agenda for this meeting of the Board. However, given the current situation with Covid19, the report has made a recommendation to pause the Review to allow future consideration of the impact of the pandemic on bus services in Renfrewshire.
- 4.5 The conversion of grassed areas to parking review has just commenced and the scoping report was considered at the meeting of the Board held on 4 November 2019.

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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

**13. Climate Risk** – Not Applicable

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**List of Background Papers**

None

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