
GOVERNANCE AND AUDIT COMMITTEE – REVIEW OF TERMS OF REFERENCE

To: **CONSTITUTIONAL REVIEW WORKING PARTY – 26 APRIL 2012**

Main Portfolio Area: **BUSINESS SERVICES**

By: **BUSINESS SUPPORT AND COMPLIANCE MANAGER**

Classification: **Unrestricted**

Summary: **To bring before Constitutional Review Working Party the Terms of Reference for the Governance and Audit Committee which have undergone their regular review.**

1.0 Introduction and Background

1.1 The formation of a Governance and Audit Committee was agreed by Cabinet on the 23 March 2006 and adopted by Council on the 11 May 2006, and then re-constituted by Council in May 2007, May 2008, May 2009, May 2010 and May 2011.

2.0 The Current Situation

2.1 The Council needs to demonstrate that it is effectively delivering the core functions of an Audit Committee, as identified in the Chartered Institute of Public Finance and Accountancy (CIPFA) guidance.

2.2 The current Terms of Reference are in line with the CIPFA guidance document but need to be reviewed regularly to ensure that they are fit for purpose. This process has been undertaken and attached at Annex I are the revised Terms of Reference, with track changes to show Members where the changes have taken place.

2.3 The reviewed Terms of Reference went to Governance and Audit Committee on the 20 March 2012 and the changes were agreed.

3.0 Options

3.1 The Working Party recommend to the Standards Committee that the revised Terms of Reference be approved and referred to Council for ratification.

3.2 The Working Party not accept the revised Terms of Reference. This is not recommended as the Governance and Audit Committee Terms of Reference would not reflect the processes that the Governance and Audit Committee need to undertake.

4.0 Corporate Implications

4.1 Financial Implications

4.1.1 There are no financial implications arising directly from this report.

4.2 Legal

4.2.1 There are no legal implications arising directly from this report.

4.3 Corporate

4.3.1 The Council decided to place additional emphasis on governance by the establishment of this committee. These reviewed Terms of Reference are a key part of providing assurance that the authority is effectively delivering the core functions of an audit committee.

4.4 Equity and Equality

4.4.1 None

5.0 Recommendation

5.1 **The Working Party recommend to the Standards Committee that the revised Terms of Reference be approved and referred to Council for ratification.**

6.0 Decision Making Process

6.1 The recommendation will be considered by the Standards Committee at its meeting to be held on 9 May followed by Council on 17 May 2012.

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Annex List

Annex 1	Terms of Reference – Version 6
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Background Papers

Title	Details of where to access copy
Governance and Audit Committee Terms of Reference – previous versions	With the Business Support and Compliance Manager

Corporate Consultation Undertaken

Finance	Sarah Martin
Legal	Gary Cordes