

## AUDIT AND GOVERNANCE COMMITTEE

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### Membership

- To be chaired by a member outside of the majority group
- Any member not on the Executive Committee will be appointed to the Audit and Governance Committee
- The 2 Independent Persons (Messrs Paul McGrath and Steve Harwood) attend meetings in an advisory capacity.
- The External Auditors (Mazars LLP) attend and present their reports to Members

### Principle Remit

- The role of an Audit Committee is very important and whilst it is not a statutory requirement to have such a committee, it is well recommended and regarded as best practice by both Auditors and CIPFA
- CIPFA also regard it as best practice for the audit committee to be separate from the executive committee with the size of the audit committee not being unwieldy.
- The purpose of the Audit and Governance Committee is to provide those charged with governance independent assurance on the adequacy of the risk management framework, the internal control environment and the integrity of the financial reporting and annual governance process.
- The Audit and Governance Committee will include two Independent Persons appointed to undertake the function of standards.

### Strategic

- scrutinising the Authority's Annual Statement of Assurance

### Financial

- monitoring the progress of the Authority's Medium Term Financial Strategy and Revenue and Capital Budgets
- monitoring and scrutinising of the Treasury Management Strategy
- scrutinising The Financial Report

### Risk and Performance

- providing independent assurance of performance, risk management and data quality frameworks
- monitoring, scrutinising, regularly reporting and communicating on the Authority's performance, risk and efficiency outcomes
- monitoring the management of the Authority's Corporate Risks

### Audit

- scrutinising of External and Internal Audit reports and monitoring of achievements against any associated action plans and recommendations
- scrutiny of the Internal Audit Annual Report

## Standards

- advising the Authority on promoting and maintaining good ethical governance and standards
- advising the Authority upon the adoption of a Members' Code of Conduct and any revisions to that Code through monitoring its operation and overall effectiveness
- providing advice, guidance and training in relation to the duty to promote and maintain high standards of conduct in observing the Authority's Code of Conduct by elected and co-opted members
- ensuring that there are effective relationships between external and internal audit, inspection agencies and other relevant bodies and that the value of the audit process is actively promoted
- reviewing the Anti-Fraud and Anti-Corruption Strategy
- making recommendations to the Authority in relation to the promotion and maintenance of high ethical standards within the Authority and to contribute to issues of governance at its discretion

## Quoracy

- three Members, plus one Independent Person when dealing with Standards

# AUDIT AND GOVERNANCE – DELEGATED POWERS

## Financial

- approve the Annual Governance Statement contained within the Financial Report

## Audit

- approve the External Auditors Annual Audit Letter
- approve the Audit Strategy Memorandum - check title
- adopt the Annual Internal Audit Plan

## Hearing and Appeals

- hearing appeals from the Treasurer and Legal Adviser and Monitoring Officer against the Executive Committee's decision in relation to terms of conditions of employment, grievance and discipline
- hearing appeals from Brigade Managers against the Executive Committee's decision in relation to pay, terms of conditions of employment, grievance and discipline

## Standards

- undertaking matters of complaint referred to them by the Legal Adviser and Monitoring Officer or through any regulatory body for their consideration and to delegate to a **Hearing Sub-Committee**, powers to consider the outcome of any investigation report, to publish report findings and make such recommendations as are appropriate. **See Standards Note 1**
- granting dispensations to Members upon the requirements relating to disclosable pecuniary interests as set out within the Code of Conduct