

# Audit Committee

## 1. Composition

### Membership:

**Number:** The Audit Committee will comprise **three Members** appointed under its normal procedures.

**Eligibility:** with the exception of the Chairman and Vice Chairman of the Resources Committee, all Members are eligible to be members of the Committee.

**Co-optees:** The Committee shall be entitled to recommend to the Council the appointment of co-opted members.

## 2. Responsibilities

To carry out the Council's responsibilities for the following areas:

### Audit

#### Internal Audit

To consider:

- The Internal audit Strategy, Terms of Reference, Strategy and Plans
- Progress on the Internal Audit Plan and summary of internal audit activity, opinions and findings
- The Internal Audit Annual Report including an opinion on the Council's overall control environment for the purpose of the Annual Governance Statement and summary of internal audit activity and the level of assurance it can give over the Council's Corporate Governance arrangements
- Reports dealing with the management and performance of the internal audit service providers (known as the 'effectiveness of the system on internal audit')
- Reports from Internal Audit on agreed recommendations not implemented within a reasonable timescale (known as 'follow up')
- Reports on data quality to ensure that all performance information meets data quality standards
- The Internal Audit plans including summaries of Internal Audit reports

To promote:

- internal control, including commissioning work from internal audit in association with the s 151 officer and monitor audit performance

and to make any necessary recommendations to the relevant Committee or Council in respect of the above.

## **External Audit**

To consider:

- The External Auditor's Annual Letter and other relevant external audit reports
- External Audit work to ensure that it gives value for money
- The External Audit plans
- Reports dealing with the management and performance of the external audit service providers
- Commission work from external audit and monitor audit performance other specific reports as agreed with the External Auditor in association with the s151 Officer
- To liaise with the Audit Commission (or relevant government appointed body) over the appointment of the Council's External Auditor

## **Accounts**

- To review and approve the Annual Statement of Accounts and to consider whether appropriate accounting policies have been followed
- To consider the External Auditor's report on the annual audit of accounts

and to make any necessary recommendations to the relevant Committee or Council in respect of the above.

## **Regulatory Framework**

To:

- Maintain an overview of the Council's Constitution in respect of the Financial Procedure Rules and Contract Procedural Rules
- Recommend to Council the adoption of:
  - A code of Corporate Governance
  - Antifraud, Corruption and Bribery Strategy
  - Anti Money Laundering Policy
  - Risk Management Policies
- Oversee the Statement of Internal Control and Annual governance Statement
- Review Risk Management policies and programmes
- Review the Code of Corporate Governance

- To monitor Value for Money (including benchmarking)

and to make any necessary recommendations to the relevant Committee or Council in respect of the above.

## **Review and Scrutiny of Strategies**

To monitor:

- Risk Management Strategy
- The Assurance Framework (including Statement of Internal Control)
- Code of Corporate Governance
- Antifraud, Corruption and Bribery Strategy
- Anti Money Laundering Policy
- Whistle-blowing Policy
- Treasury Management Strategy
- Investment Strategy

and to make any necessary recommendations to the relevant Committee or Council in respect of the above.

### **2. Budget**

To have authority for spending within the allocated budget.

### **3. Review**

The Audit Committee will undertake an annual review of its performance as part of the system of internal audit.