

Extract of the Council's Constitution (Part 3 of the Delegation Scheme)

Below is an extract of the Council's Constitution which sets out the terms of reference of the Audit Committee:-

DELEGATIONS TO COMMITTEES - AUDIT COMMITTEE (TERMS OF REFERENCE)

General Function:

The Audit Committee will provide independent assurance of the adequacy of the risk management framework and the associated control environment, independent scrutiny of the Council's financial and non-financial performance to the extent that it affects the Council's exposure to risk and weakens the control environment and to oversee the financial reporting process

Responsibilities

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

Internal Audit

· To consider and approve (but not direct) the Internal Audit Terms of Reference (Charter), Strategy and Audit Plans.

To consider:

- 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;

- 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; and
- The monitoring of the progress of Internal Audit plans including summaries of Internal Audit reports.

To promote:

- Internal control, including commissioning work from internal audit in association with the s151 officer and monitor audit performance;
- To make any necessary recommendations to the relevant Committee / Executive or Council in respect of the above.

External Audit

To consider:

The External Auditor's Annual Governance Report 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; and Commission work and other specific reports from external audit as agreed with the External Auditor in association with the s151 officer.

To liaise with the relevant government 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;

To make any necessary recommendations to the relevant Committee / Executive or Council in respect of the above.

Regulatory Framework

To:

Maintain an overview of the Council's Constitution;

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 System of Internal Control and the process for producing the Annual Governance Statement (AGS) and approve the AGS on behalf of the Council with the Annual Statement of Accounts;

Monitor Value for money (including benchmarking);

Make any necessary recommendations to the relevant Committee /Executive or Council in respect of the above.

Review and Scrutiny of Strategies

To monitor:

Risk Management Strategy

The Assurance Framework (including System of Internal Control)

Code of Corporate Governance

Antifraud, Corruption and Bribery Strategy

Anti Money Laundering Policy

Whistle-blowing Policy

Treasury Management

And to make any necessary recommendations to the relevant Committee,
Executive or Council in respect of the above