

AUDIT AND GOVERNANCE COMMITTEE

25 September 2015

REVIEW OF THE REMIT AND EFFECTIVENESS OF THE AUDIT AND GOVERNANCE COMMITTEE

Joint Report of the Chair and Director of Finance

1. Purpose of Report

- 1.1 The purpose of this report is to present the outcome of a review of the remit and effectiveness of the Audit and Governance Committee for discussion, amendment and agreement of Members of the Committee, and approve the suggested updated Terms of Reference for the Committee.

2. Background

- 2.1 The first review of the remit and effectiveness of the Committee took place in 2009 when it was decided that the review would be undertaken every three years in line with good practice.
- 2.2 The format of the review has included an update of the self assessment, based on CIPFA guidance, a review of the Terms of Reference for the Committee and consideration of the Annual Reports on the Work of the Committee which have been prepared in the last three years. The review has been undertaken by the Chair and the Director of Finance and the results are presented to Members for discussion, amendment and agreement.

3. Self Assessment

- 3.1 The self assessment has been updated and is attached at Appendix 1. From this it is considered that the Council's arrangements comply with all of the CIPFA guidance. There is one suggested action which is to update the Committee's Terms of Reference to clarify the arrangements for chairing a meeting of the Committee where both Co-opted Members are absent. A change to the job title of the Director of Finance has also been made. An updated Terms of Reference is proposed at Appendix 2, with the proposed changes being underlined.

3.2 The self assessment refers to the Annual Reports on the Work of the Audit and Governance Committee which show how the CIPFA guidance is being complied with. The reports are considered by the Committee and then presented to Full Council to demonstrate the impact of the Committee's work. For reference purposes, the Annual Reports from the last three years are included at Appendix 3.

4. Recommendations

4.1 The Committee is asked to:

- Consider, discuss and agree the self assessment at Appendix 1.
- Agree the proposed updated Terms of Reference at Appendix 2.