

| <u>Audit and Governance Committee</u> | | |
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| Membership | Terms of Reference | Delegation of Functions |
| 6 members of the authority | Audit Activity | |
| | <ul style="list-style-type: none"> • To consider the head of internal audit's annual report and opinion, and a summary of internal audit activity (actual and planned) and the level of assurance it can give over the Council's corporate governance arrangements. • To consider summaries of specific internal audit reports. • To consider the annual internal audit plan. • To consider reports dealing with the management and performance of the internal audit provider. • To consider reports from internal audit on agreed recommendations not implemented within reasonable timescale. • To consider the external auditor's annual letter and relevant reports. • To consider specific reports as agreed with the external auditor. • To comment on the scope and depth of external audit work and to ensure it gives value for money. • To consider the appointment of the external auditor where appropriate. | |

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| | <p>Regulatory/Standards Framework</p> <ul style="list-style-type: none"> • To maintain an overview of the Council's Constitution in respect of contract standing order, financial regulations. • To promote and maintain high standards of conduct for elected and co-opted members in accordance with the relevant provisions of the Localism Act. • To determine whether a member of the Council or a member of a town or parish council within the Borough has failed to comply with the relevant Code of Conduct. Where it finds that a failure to comply with the code of conduct has occurred to determine what action, if any, to take. • To determine any request for a dispensation under s.33 of the Localism Act 2011. • To review any issue referred to it by the Chief Executive, Director of Resources, Monitoring Officer or any Council body. • To monitor the effective development and operation of risk management and corporate governance in the Council. • To monitor Council policies on the anti-fraud and anti-corruption strategy and the Council's complaints process. • To approve the production of the authority's Annual Governance Statement and to recommend its adoption. • To consider the Council's arrangement for corporate governance and agreeing necessary actions to ensure compliance with best practice. • To consider the Council's compliance with its own and other published standards and controls. | <p>Delegated to Monitoring Officer, in consultation with the Independent Person, by full Council on 15 May, 2012</p> <p>Delegation to Monitoring Officer as set out in the Constitution.</p> |
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| | Accounts | |
| | <ul style="list-style-type: none">• To review and approve the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.• To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts. | |

The quorum for the Audit and Governance Committee is 3.