

AUDIT AND STANDARDS COMMITTEE

3 February 2020

Title: Work Programme 2019/20 and Terms of Reference Comparison	
Report of the Director of Law and Governance	
Open Report	For Information
Wards Affected: None	Key Decision: No
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Accountable Strategic Leadership Director: Fiona Taylor, Director of Law and Governance	
Summary: <p>The Audit and Standards Committee has a broad range of responsibilities as shown in its terms of reference, specifically Internal and External Audit, Governance, Finance and Standards. Following a review of its work and a potential overlap with the Overview and Scrutiny Committee after its inception in May 2018, amended terms of reference for the Committee were agreed at Assembly in May 2019.</p> <p>At its meeting on 23 July 2019, the Committee received the regular report on its work programme for 2019/20 and asked officers to include details in the report to this meeting showing how the Committee fulfils its terms of reference against the annual work programme.</p> <p>Attached at Appendix A is the extract from the Council Constitution showing the Committee's terms of reference. Details of the reports submitted during the past 12 months and/or those scheduled to be presented under the current work programme are shown in <i>bold italics</i> within that document.</p> <p>There are several aspects within the terms of reference that have not been considered by the Committee during the past year and are not scheduled to be over the coming months. This is perfectly normal as the terms of reference are intended to cover all areas of potential responsibility for the Committee. For example, reports to the Committee relating to customer complaints and Local Government Ombudsman (LGO) enquiries (paragraph 2.1.1(x)) would typically stem from issues or concerns expressed as part of an internal audit into the Council's processes or from the recommendations of an LGO investigation. Similarly, the Committee would only be expected to review the audit aspects of the Council's Financial Regulations and Rules (paragraph 2.1.1(xii)) as part of a wider review of those Rules.</p> <p>The Committee's work programme for the remainder of the 2019/20 municipal year is set</p>	

out at Appendix B.

The Chief Operating Officer will provide an update on the reports that were due to be presented at this meeting but were held back due to circumstances arising. For this reason, the previous version of the Work Programme has been provided at Appendix B.

Recommendation(s)

The Committee is asked to:

- (i) Note the terms of reference and the comparison, as set out at Appendix A to the report; and
- (ii) Note the verbal update from the Chief Operating Officer as to the reports that were on the Work Programme but could not be presented at today's meeting; and
- (iii) Note the other items on the Work Programme.

Public Background Papers: None

List of appendices:

- Appendix A Terms of Reference for the Audit and Standards Committee (including detail of reports in the work programme for 2019/20)
- Appendix B Work Programme 2019/20