



Borough of Telford and Wrekin

Audit Committee

Wednesday 29 May 2024

Audit Committee Terms of Reference

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|---------------------------------|--------------------------------------------------------------------------------------------|----------------------------------|
| Cabinet Member: | Cllr Nathan England - Cabinet Member: Finance, Customer Services & Governance | |
| Lead Director: | Anthea Lowe - Director: Policy & Governance | |
| Service Area: | Policy & Governance | |
| Report Author: | Robert Montgomery – Audit & Governance Lead Manager Tracey Drummond – Principal Auditor | |
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| Wards Affected: | All Wards | |
| Key Decision: | Not Key Decision | |
| Forward Plan: | Not Applicable | |
| Report considered by: | Senior Management Team – 14 May 2024 Audit Committee – 29 May 2024 | |

1.0 Recommendations for decision/noting:

It is recommended that the Audit Committee:

- 1.1 Note and recommend the terms of reference attached as Appendix 1 to be adopted by the Council at their July 2024 meeting.

2.0 Purpose of Report

- 2.1 The purpose of this report is to provide members with the Audit Committee terms of reference for 2024/25 and seek their recommendation that the terms of reference are adopted by the Council at their July 2024 meeting.

Review of Audit Committee Terms of Reference

3.0 Background

- 3.1 There is a requirement in the Constitution for all Committees to annually review their terms of reference at their first meeting following Annual Council.
- 3.2 The Audit Committee terms of reference reflect the requirements of the Council under the Local Audit & Accountability Act 2014 in respect to the appointment of External Auditors.

4.0 Summary of main proposals

- 4.1 It is proposed that members of the Audit Committee recommend the adoption of the Audit Committee terms of reference by Council in the May 2024 meeting.

5.0 Alternative Options

- 5.1 There are no options relating to this report.

6.0 Key Risks

- 6.1 The risks and opportunities in respect to this report will be appropriately identified and managed.

7.0 Council Priorities

- 7.1 The report supports the Council's values that are embedded in the delivery of all of the Councils' priorities.

8.0 Financial Implications

- 8.1 Good governance processes support value for money in ensuring economy, efficient and effectiveness in the Council's decision making and processes.

9.0 Legal and HR Implications

- 9.1 The requirement for Terms of Reference for Council Committees is set out within the Council's Constitution. The Constitution also requires terms of reference to be reviewed on an annual basis.

10.0 Ward Implications

- 10.1 The work of the Audit Committee encompasses all the Council's activities across the Borough and therefore it operates within all Council Wards detailed in the Parish Charter.

11.0 Health, Social and Economic Implications

- 11.1 There are no health, social or economic implications directly arising from this report.

Review of Audit Committee Terms of Reference

12.0 Equality and Diversity Implications

12.1 Transparency supports equalities and demonstrates the Council's commitment to be open and fair.

13.0 Climate Change and Environmental Implications

13.1 There are no direct climate change and environmental implications arising from this report.

14.0 Background Papers

- 1 Public Sector Internal Audit Standards
- 2 CIPFA Local Government Application Note – April 2013

15.0 Appendices

- A Audit Committee Terms of Reference

16.0 Report Sign Off

| Signed off by | Date sent | Date signed off | Initials |
|----------------------|------------------|------------------------|-----------------|
| Finance | 03/05/2024 | 08/05/2024 | AEM |
| Legal | 03/05/2024 | 15/05/2024 | SH |