

<u>Committee</u>	<u>Membership</u>	<u>Functions</u>	<u>Delegation of Functions</u>
<p>Audit Panel</p>	<p>8 councillors who are not Members of the Cabinet, appointed in accordance with the rules of political balance. The Chairman of the Scrutiny and Overview Committee shall not be eligible to Chair the Panel although he/she may be a member of it.</p>	<p>1. <u>General</u></p> <p>Responsibility of the Audit Panel</p> <p>(i) To review and advise the Council on the embedding and maintenance of an effective system of corporate governance, risk management and internal control.</p> <p>(ii) To give assurance to the Council that there is a sufficient and systematic review of the corporate governance, risk management and internal control arrangements within the Council.</p> <p>(iii) in conjunction with the Chief Finance Officer, to commission such “value for money” or special studies as considered appropriate;</p> <p>(iv) to consider the Performance Indicators and Local Authority Profile as published by the Audit Commission and, as appropriate, initiate investigative action;</p> <p>(v) to recommend to the Council action in respect any issues of major concern arising from audit reports and/or management letters.</p> <p>(vi) to maintain an overview of the main instruments of financial control, such as Standing Orders in relation to contracts, Financial Regulations etc., and, where appropriate, make recommendations to the Council for improvement.</p> <p>Shared responsibility with the Cabinet:</p> <p>(i) to monitor the overall efficiency and effectiveness of the internal and external audit services.</p> <p>(ii) to be informed by the Chief Finance Officer, at his discretion, of any matters of suspected fraud and/or mal-administration, pending receipt of an interim or final report.</p> <p>2. <u>External Audit</u></p> <p>Responsibility of the Audit Panel:</p> <p>(i) to oversee, generally, the work of external audit and provide a suitable forum for discussion of related matters;</p>	<p>To the Chairman of the Panel and Officers as appropriate</p>

		<p>(ii) to consider, annually, the programme of work to be performed by external audit and the draft audit time budget;</p> <p>(iii) to confirm that the managed audit approach between external audit and internal audit is working for the maximum advantage of the Council;</p> <p>(iv) to receive, upon request, periodic presentations on specialist audit areas or other matters of interest.</p> <p>Shared responsibility with the Cabinet:</p> <p>(i) to receive copies of all external audit reports including value for money studies;</p> <p>(ii) to monitor, annually, or more frequently where deemed appropriate, the implementation of agreed recommendations in respect of both external audit reports and management letters.</p> <p>3. <u>Internal Audit</u></p> <p>Responsibility of the Audit Panel:</p> <p>(i) to review and confirm annually with the Chief Finance Officer the Audit Risk Index and Strategic Audit Plan;</p> <p>(ii) in association with the Chief Finance Officer, to consider the total resource requirements for the coming year and the proposed level of fees and fee structure;</p> <p>(iii) to monitor the activities of the Internal Audit service provider and measure performance against plan;</p> <p>(iv) to review the annual report of the Internal Audit Manager;</p> <p>(v) to examine and review the planning and co-ordination of internal audits with the aim of confirming an effective and efficient service continues to be provided;</p> <p>(vi) to consider a quarterly report by the Audit Manager detailing audit coverage and the extent to which any major problems were highlighted.</p> <p>(vii) to consider the draft statement on internal control prior to its inclusion in the statement of accounts.</p>	
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