

Gloucester City Council

Meeting:	Audit & Governance Committee	Date:	17 March 2014
	Constitutional and Electoral		25 March 2014
	Working Group		
	Council		27 March 2014
Subject:	Review of Terms of Reference for Audit and Governance Committee		
Report Of:	Head of Legal and Policy Development		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
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Appendices:	1. Table showing current Terms of Reference and CIPFA suggested Terms of Reference		
	2. Proposed Terms of Reference		

1.0 Purpose of Report

- 1.1 To consider updated Terms of Reference for the Committee for adoption by the Council.

2.0 Recommendations

- 2.1 Audit and Governance Committee is asked to **RECOMMEND** to Constitutional and Electoral Working Group and Council that the Terms of Reference at Appendix 2 be approved;
- 2.2 Constitutional and Electoral Working Group is asked to **RECOMMEND** to Council that the Terms of Reference at Appendix 2 be approved;
- 2.3 Council is asked to **RESOLVE** that the Terms of Reference at Appendix 2 be approved.

3.0 Background and Key Issues

- 3.1 The Audit & Governance Committee's current Terms of Reference were set in 2012 and include Terms of Reference from the former Standards Committee.
- 3.2 Following the Committee meeting on 25 November 2013, a Working Group was formed to consider the Terms of reference for the Committee. The Working Group met on 6 March 2014 and considered the table shown at Appendix 1. The Working Group's recommendation is that the suggested Terms of Reference shown at Appendix 2, be recommended for adoption.

3.3 The Committee is asked to note that the anticipated CIPFA guidance does not suggest Terms of Reference in relation to the Committee's standards responsibilities. The Committee's suggested standards functions are based on the parts of the former Standards Committee's responsibilities that remain relevant following the changes made by the Localism Act.

4.0 Alternative Options Considered

4.1 No other options have been considered.

5.0 Reasons for Recommendations

5.1 It is good practice to regularly review the Terms of Reference for the Committee to ensure that they remain up-to-date and reflect best practice.

6.0 Future Work and Conclusions

6.1 As has been identified in the report

7.0 Financial Implications

7.1 There are no direct financial implications arising out of this report.

(Financial Services have been consulted in the preparation this report.)

8.0 Legal Implications

8.1 Under the Local Government Act 2000, the Council is required to have a Constitution setting out its governance arrangements. CIPFA guidance also requires the Committee to regularly review its effectiveness and this includes ensuring that its Terms of Reference are appropriate for the functions an audit committee should perform.

(Legal Services have been consulted in the preparation this report.)

9.0 Risk & Opportunity Management Implications

9.1 If the Terms of Reference for the Committee are not reviewed, there is a risk that they will cease to reflect best practice or be appropriate for the functions the Committee needs to perform.

10.0 People Impact Assessment (PIA):

10.1 The PIA Screening Stage was completed and did not identify any potential or actual negative impact, therefore a full PIA was not required.

11.0 Other Corporate Implications

Community Safety

- 11.1 There are no specific Community Safety implications relating to the recommendation made in this report.

Sustainability

- 11.2 There are no specific Sustainability implications relating to the recommendation made in this report.

Staffing & Trade Union

- 11.3 There are no staffing or trade union implications arising from this report.

Background Documents: None.