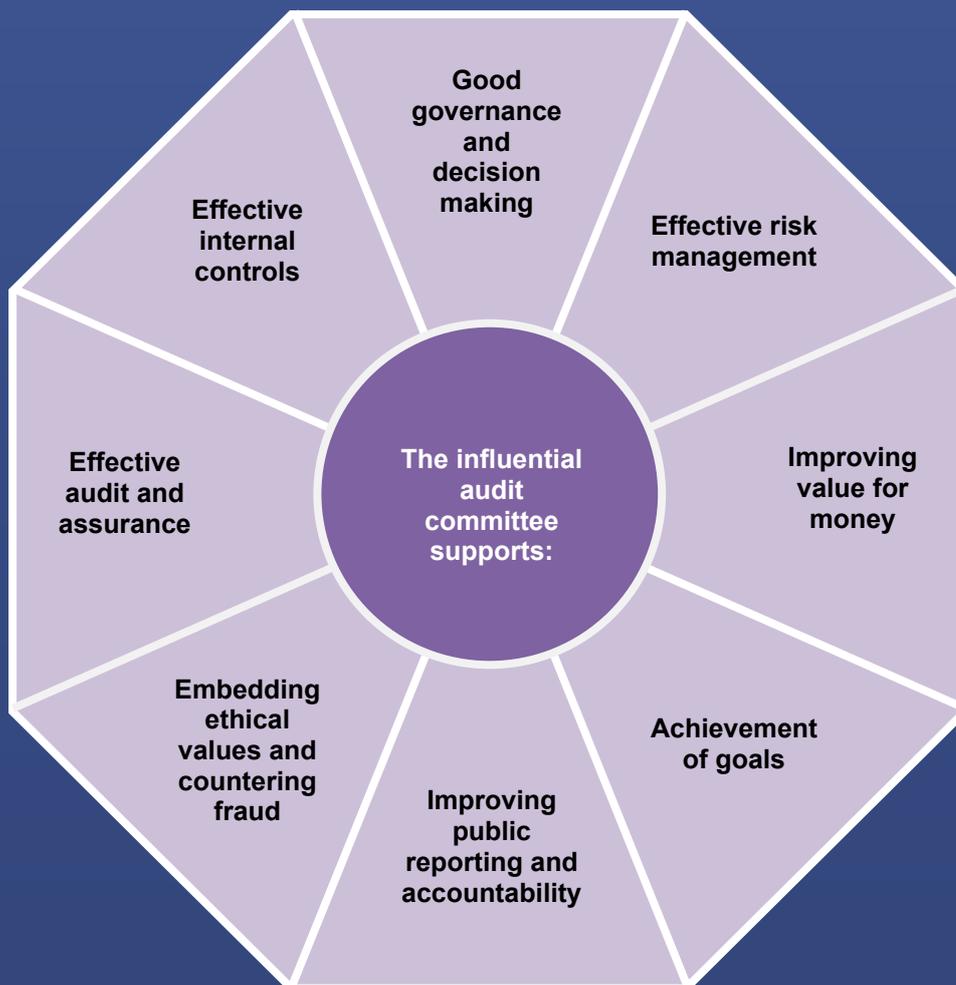


# THE REVIEW OF THE EFFECTIVENESS OF THE AUDIT AND GOVERNANCE COMMITTEE



## Action Plan

Ref	Areas where Audit and Governance Committee can add value by supporting improvement	Actions	Action Owner(s)
1	Consideration is given to appointing an independent member who is not a councillor, or an officer of the Council, to the Committee.	Formulation of a Job Description / Person Specification.	Monitoring Officer (MO)  Head of ARA (HoA)
		Depending on outcome, lead on recruitment, selection and approval process.	Appointments Panel of one Councillor from each Group
2	Consideration is given to the Chair of the Audit and Governance Committee to be drawn from outside the group or groups forming the administration or an independent member (as above).	To consider with effect from May 2020 following elections.	MO
3	Minor drafting updates to the Committee's Terms of Reference to reflect the requirements of the revised guidance.	Draft prepared and presented to Committee for endorsement.	HoA
		Approval process via General Purposes Committee and Council implemented.	S151 / Policy and Governance Manager (P&GM)

Ref	Areas where Audit and Governance Committee can add value by supporting improvement	Actions	Action Owner(s)
4	Promoting the principles of good governance and their application to decision making.	Wider promotion of the Annual Governance Statement. To consider presentation at Scrutiny Committees and via Members and Officers newsletters.	MO/S151 / HoA
		Invite Overview and Scrutiny Committee Chair once a year to Committee to gain reasonable assurance on the effectiveness of Scrutiny arrangements.	MO
		Invite Managing Director once a year to Committee to gain reasonable assurance on the effectiveness of corporate governance arrangements.	MO
5	Contributing to the development of an effective control environment.	More Member input into the setting of the Committee's agenda.	MO / S151
6	Aiding the achievement of the authority's goals and objectives through helping to ensure appropriate governance, risk, control and assurance arrangements.	Uncertainty around the role of Audit and Governance Committee and its responsibility in relation to corporate performance and risk management. The role of the Audit and Governance Committee will need to be determined in the context of what other committees are doing. For example, other committees in the governance structure might also scrutinise the Council's financial performance. Care should be taken to avoid duplication and maintain the focus of the Audit and Governance Committee on financial reporting and financial governance rather than on wider issues of performance and spending priorities.	MO / S151 / HoA

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		<p>Financial scrutiny is a different role from that fulfilled by the Audit and Governance Committee. Financial scrutiny committees are likely to undertake reviews of the Council’s budget proposals and financial performance. The Audit and Governance Committee should not seek to replicate scrutiny undertaken elsewhere but should focus on the oversight of governance, risk and control and the audit process.</p> <p>An assurance framework to be developed to enable assurance to be provided on the effectiveness of performance, project and programme management arrangements.</p>	
7	Supporting the development of robust arrangements for ensuring value for money (VFM).	Clarity is required on the role of Audit and Governance Committee in relation to VFM.	MO / S151
8	Promoting effective public reporting to the authority’s stakeholders and local community and measures to improve transparency and accountability.	Consider promoting the work of the Committee via the Communications Team / press office.	MO / S151 / HoA
9	Members knowledge and skills self assessment.	To review members self assessments and develop either individual and / or committee briefing / training awareness sessions as required.	MO / S151 / HoA

Ref	Areas where Audit and Governance Committee can add value by supporting improvement	Actions	Action Owner(s)
10	Annual Review of the effectiveness of the Audit and Governance Committee.	To consider inviting all ARA partners Audit Committee members (Gloucester City Council, Stroud District Council and Gloucestershire County Council) to collectively participate in the annual effectiveness review, to enable networking, benchmarking and to share good practice.	S151 / HoA