

**REPORT TO THE Final Accounts and Audit Committee and COUNCIL**

Report No. 13

<b>Date of Meeting</b>	<b>24 April 2007</b>
<b>Title of Report</b>	<b>Final Accounts and Audit Committee Terms of Reference</b>
Link to Corporate Priorities	No links to corporate priorities, however links to corporate aims: 2. To ensure high quality, cost effective services. 4. To safeguard and enhance the assets and resources of North Wiltshire and the wider community.
Public Report	Yes

**Summary of Report**

To present amended Terms of Reference for the Final Accounts and Audit Committee and Council.

**Officer Recommendations**

That the Final Accounts and Audit Committee recommend to the Council that the amended Terms of Reference be adopted.

Other than those implications agreed with the relevant Officers and referred to below, there are no other implications associated with this report.

Financial Implications	Legal Implications	Community & Environmental Implications	Human Resources Implications	Equality & Diversity Implications
NONE	NONE	NONE	NONE	NONE

**Contact Officer**

Rob Granger Audit Manager 01249 706221  
[rgranger@northwilts.gov.uk](mailto:rgranger@northwilts.gov.uk)

## **1. Introduction**

- 1.1 Terms of Reference have been drawn up for the Final Accounts and Audit Committee, in accordance with recognised Best Practice. A number of areas have been identified for expansion or clarification, and these are addressed in the amended Terms of reference.

## **2. Options and Options Appraisal**

- 2.1 Option 1: To recommend to Council that the amended Terms of Reference be adopted.
- 2.2 Option 2: To suggest further amendments to the current Terms of Reference.

## **3. Background Information**

- 3.1 The current Terms of Reference were based upon CIPFA guidance entitled "Audit Committees: Practical Guidance for Local Authorities." They were designed to ensure that the key functions of the committee were clearly set out
- 3.3 Since their adoption a number of areas have been identified where clearer or further narrative would be of use.
- 3.4 Following discussion with the Council's Section 151 Officer, the following amendments have been put forward:
- 2.2 – The words "strategic Manager" have been replaced with Chief Officer or Statutory Officer" to avoid confusion under any new structure.
  - 2.5 - The wording has been amended to give responsibility for approving the Statement on internal Control to the Final Accounts and Audit Committee, where previously they had responsibility for recommending its adoption to Council. It should be noted that whilst this committee would have responsibility for approving the SIC, it is signed by the Chief Executive and Leader rather than the Chair of the Audit Committee.
  - 3.3 and 3.4 – Have been added to ensure the committee has received sufficient informed reports throughout the period to allow them to form an opinion when approving the Council's Statement of Accounts.
- 3.5 A number of other minor spelling and capitalisation errors have also been corrected in the document.

## **Implications**

The changes outlined here are minor, but do strengthen the governance arrangements of the Council.

## **Risk Analysis**

There are no risks associated with this report.

<b>Appendices:</b>	<ul style="list-style-type: none"> <li>• <b>Appendix 1 – FA&amp;AC Audit Terms of Reference</b></li> </ul>
<b>Background Documents Used in the Preparation of this Report:</b>	<ul style="list-style-type: none"> <li>• <b>None</b></li> </ul>

**Previous Decisions Connected with this Report**

<b>Report</b>	<b>Committee &amp; Date</b>	<b>Minute Reference</b>
None	N/A	N/A