

**Appendix B1a**

**D. OTHER COMMITTEES/JOINT COMMITTEES/OTHER  
PARTNERSHIP BODIES**

**AUDIT COMMITTEE**

**ANGLIA REVENUES PARTNERSHIP JOINT COMMITTEE**

## AUDIT COMMITTEE

### 1.0 CONSTITUTION

1.1 This Committee shall comprise of 5 members of Council [and one lay member \(without voting rights\)](#) who shall be appointed by full Council. Its quorum is 3. Members of the Finance & Assets Committee and the Leader and Deputy Leader of the Council are excluded from membership of the Audit Committee.

### 2.0 OBJECTIVES

2.1 Oversight and approval of Statement of Accounts, Internal and External Audit, and Risk Management matters (not otherwise the responsibility of the Council or any other Committee).

### 3.0 TERMS OF REFERENCE

3.1 The Committee's terms of reference shall be:-

3.2 To act as the Council's Audit Committee and the discharge of these duties and responsibilities including:-

- consideration of Annual Audit letter to Members, Annual Audit and Inspection Fee Letter and the External Auditor Annual Governance Report, Annual Audit Plan and Code of Audit Practice and Statement of Responsibilities;
- approve the Annual Governance Statement;
- approve the Statement of Accounts;
- approve the Code of Corporate Governance;

3.3 To agree the Internal Audit Terms of Reference and Internal Audit Plan, review and consider the Plan, any Annual Report and/or Opinion.

3.4 To oversee and approve the Code of Corporate Governance. To oversee the Council's Corporate Governance arrangements including Anti-Fraud and Corruption Policy.

3.5 To oversee and monitor the Council's Corporate Risk Register and recommend revisions to the Council's Risk Management Strategy.

3.6 To appoint 'Member Champions' as required.

3.7 To make nominations to any relevant outside bodies for the Audit Committee from the wider membership of the Council for a period of up to 4 years.

### 4.0 Delegation to Audit Committee

4.1 Subject to the provisions of the Council's Constitution, the Committee has delegated authority to act on behalf of the Council in relation to the above, unless

- reserved to Council; or
- delegated to officers under these or the other Committee terms of reference.

## 5.0 Delegation to Officers

5.1 The Director Finance & S151 Officer is authorised to act in relation to any matter of immediate urgency which must be dealt with before the next meeting of the Committee provided:

- the Chairman or Vice-Chairman of the Committee is consulted prior to the delegated decisions being made;
- Spokespersons of minority groups are notified immediately of any action taken under this delegated power;
- action taken is reported to the next Committee; and
- it excludes any decision, which is by law expressly vested in the Council.

5.2 There shall be delegated to the Director Finance & S151 Officer the exercise of any power or function of the Council in routine matters related to the implementation of agreed Strategies, Policies and programmes, falling within established policies and procedures and within existing budgets.

For the avoidance of doubt this delegation shall include the power to authorise others to exercise such powers.

This delegation shall not be taken to include any matter reserved to Full Council.

5.3 There are further delegated to the officers indicated below the exercise of any power or function of the Council relating to the matters set out below (whether Policy approval, monitoring or operational matters have been delegated to a Sub-Committee or not) under the Listed Acts or any amendment, modification or re-enactment of those Acts, or Regulations/Orders made under those Acts:

<p><b>Accounts &amp; Audit Regulations</b> To approve in-year amendments to Audit Plan between Committee meetings after consultation with the Chairman of the Committee</p>	<p>Director Finance</p>
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