

AUDIT COMMITTEE TERMS OF REFERENCE

Audit Committee - 15 July 2021

Report of: Deputy Chief Executive and Chief Officer - Finance & Trading

Status: For Consideration

Key Decision: No

Portfolio Holder: Cllr. Matthew Dickins

Contact Officer(s): Adrian Rowbotham, Ext. 7153, Francesca Chivers, Ext. 7053

Recommendation to Audit Committee:

- (a) Note the Audit Committee Terms of Reference (Appendix A).
- (b) Provide a view as to whether the Committee is fulfilling its terms of reference and that adequate consideration has been given to all core areas.

Introduction and Background

- 1 At the Annual Council meeting on the 12 May 2019, Members agreed the Terms of Reference for the Audit Committee. The Terms of Reference set out the overarching roles and responsibilities of the Committee.
- 2 The Terms of Reference were previously reported to the Audit Committee on 16 July 2020. It is appropriate to include them on an annual basis to assist Members when considering other reports on the agenda.

Evaluation to Assess Whether the Committee is Fulfilling its Terms of Reference

- 3 It is recognised good practice for the Audit Committee to undertake an annual evaluation to assess whether the Committee is fulfilling its terms of reference and that adequate consideration has been given to all core areas.
- 4 A questionnaire was completed by Members of the Committee in November 2020 and a Member Development Programme was devised based on the responses and a Member Development subject is being covered at each meeting.

- 5 The Committee is asked to provide a view as to whether it is fulfilling its terms of reference and that adequate consideration has been given to all core areas.

Key Implications

Financial

None

Legal Implications and Risk Assessment Statement.

None

Equality Assessment (Compulsory heading - do not delete)

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Appendices

Appendix A - Constitution of Sevenoaks District Council - Part 6 - Audit Committee

Background Papers

None

Adrian Rowbotham

Deputy Chief Executive and Chief Officer - Finance & Trading