

Audit Committee – 26 July 2024

Title of paper:	Revision of Audit Committee Terms of Reference	
Director(s)/ Corporate Director(s):	Ross Brown - Corporate Director for Finance and Resources	Wards affected: All
Report author(s) and contact details:	Kate Morris, Scrutiny and Audit Support Officer	
Other colleagues who have provided input:	John Slater, Group Assurance & Audit Governance Manager Nancy Barnard, Head of Governance	
Does this report contain any information that is exempt from publication?		
No		
Brief Summary		
The report presents a revision of the Terms of Reference for the Audit Committee to bring them in line with recent guidance and as part of the Audit Committee Improvement Plan. Despite additions and removals, none of the proposed changes represent a change in purpose or remit of the Committee.		
Recommendation(s):		
1	To endorse the revised Audit Committee Terms of Reference for approval at Council.	

1 Reasons for recommendations

- 1.1 The Terms of Reference (ToR) for Audit Committee were last revised in September 2018 in response to guidance issued in 2018 by the Chartered Institute of Public Finance and Accounting (CIPFA). Revised guidance was issued by CIPFA in 2022 but no further update of the ToR has taken place. These revised ToR bring them into line with the most current CIPFA guidelines and current legislation.
- 1.2 This revision of the ToR also drives forward the Audit Committee Improvement plan as agreed by the Committee in March 2024.

2 Background

- 2.1 Large sections of the proposed ToR remain unchanged from the current ToR, and none of the changes set out in appendix 1 represent a change to the purpose, or remit of the Committee. For ease of reference a table has been included to demonstrate where the original text is found within the proposed ToR.
- 2.2 Additions to the ToR have been highlighted as red underlined text, and have been included to reference additional or updated statutory requirements with the Guidance or within legislation. Text for removal has been struck through and represents outdated text, or rewritten portions of the existing ToR.
- 2.3 Refreshed ToR bring the Council in line with current guidance and represent a step towards a further improved Committee. The proposed ToR are in line with those of other Core Cities but also reflect existing functions specific to Nottingham City.

3 Background papers other than published works or those disclosing exempt or confidential information

3.1 None

4 Published documents referred to in compiling this report

4.1 Audit Committee Terms of Reference - Nottingham City Council Constitution, Article 9 – Non-executive Functions and Committees

4.2 Audit Committee, 28 September 2018 – Audit Committee Terms of Reference

4.2 Audit Committees: Practical guidance for Local Authorities and Police 2022 edition – Chartered Institute of Public Finance and Accountancy

4.3 Audit Committee, 22 March 2024: Audit Committee Improvement Plan