

**Audit and Scrutiny Committee Development Plan**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 Council determined at its meeting on 18<sup>th</sup> May 2017 to form an Audit and Scrutiny Committee to take forward the functions of the previous Audit Committee and the scrutiny functions of the previous Performance Review and Scrutiny Committee. A report came to the 27<sup>th</sup> June 2017 meeting of the Audit and Scrutiny Committee informing members of the expected framework for the development of terms of reference and practice for the new Audit and Scrutiny Committee. This report provides a further update on arrangements being made for Committee development and for development of terms of reference for the Audit and Scrutiny Committee.

**Audit and Scrutiny Committee Development Plan**

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**2.0 INTRODUCTION**

2.1 Council agreed at its meeting on 18<sup>th</sup> May 2017 to introduce an Audit and Scrutiny Committee to take forward the functions of the previous Audit Committee and the scrutiny functions of the previous Performance Review and Scrutiny Committee. The Committee was advised at its meeting on 27<sup>th</sup> June 2017 that members and officers would require to consider practice to ensure the functions of the new Committee are appropriately fulfilled. This report provides members with a further update on preparations for the holding of a development day and provides a framework for items for discussion.

**3.0 RECOMMENDATIONS**

3.1 It is recommended that members note the current circumstances and consider the framework of items for discussion at a development session to be arranged.

**4.0 DETAIL**

4.1 Council determined at its meeting on 18<sup>th</sup> May 2017 to introduce an Audit and Scrutiny Committee. This Committee replaces previous Audit Committee, and assumes responsibility for the scrutiny functions previously within the remit of the Performance Review and Scrutiny Committee.

4.2 The Audit and Scrutiny Committee was advised at its meeting on 27<sup>th</sup> June 2017 that terms of reference for the Committee would require to be set and that members and officers should consider practice to ensure that the functions of the Committee are appropriately fulfilled.

4.3 Area Committees and strategic committees – Environment, Development and Infrastructure, and Community Services committees – will take responsibility for the performance review business of the previous Performance Review and Scrutiny Committee.

4.4 The creation of the new Audit and Scrutiny Committee requires amendment of the Council's Constitution to include clear terms of reference for the new Committee to include its audit functions and its scrutiny functions. Development of practice within the Committee to apply the terms of reference will be the subject of development days or an away-day to ensure member involvement in development and that Committee members are enabled to access appropriate development opportunities. It is expected that development sessions or an

away day will take subsequent to this meeting and in advance of the scheduled December meeting of the Committee, with continuation of the previous Audit Committee's use of regular scheduled development sessions to ensure practice develops as required and members continually develop. Specific planning for the development day will be dependent upon Member and facilitator availability.

- 4.5 Subsequent to the Audit and Scrutiny Committee meeting in June, the Chair of the Committee has met with officers supporting the Committee, including the Chief Internal Auditor, for initial discussions on development of terms of reference for the Committee and on a framework for Member development to ensure appropriate provision of development opportunities relating to both Audit and Scrutiny.
- 4.6 Development of practice within the new Audit and Scrutiny Committee should bear in mind the introduction by Council of a 'reports for noting' protocol designed to promote efficient agenda management and committee effectiveness while assuring of the opportunity for members to determine to debate or discuss fully.

## **5.0 CONCLUSION**

- 5.1 This report updates members on the development of terms of reference for the Audit and Scrutiny Committee and on planning for development sessions for members of the Committee.

## **6.0 IMPLICATIONS**

- 6.1 Policy - none
- 6.2 Financial – none
- 6.3 Legal – none
- 6.4 HR - none
- 6.5 Equalities - none
- 6.6 Risk – none
- 6.7 Customer Service – none

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25<sup>th</sup> August 2017

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## **APPENDICES**

None