



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

<b>AUDIT AND GOVERNANCE COMMITTEE</b>	<b>AGENDA ITEM No: 7</b>
<b>19 July 2019</b>	<b>PUBLIC REPORT</b>

## **DRAFT ANNUAL REPORT OF THE CHAIR OF AUDIT AND GOVERNANCE COMMITTEE FOR 2018/19 & SELF-ASSESSMENT**

### **1.0 PURPOSE**

- 1.1 The Audit and Governance Committee has been in operation since the Combined Authority Board approved the membership and appointment of the Independent Person in May 2017. The committee held its first meeting in June 2017 and has met five times during the 2018/19 municipal year
- 1.2 The Committee has a wide-ranging remit that underpins the Combined Authority's governance processes by providing independent challenge and assurance of the adequacy of risk management, internal control including internal audit, anti-fraud and the financial reporting framework. These are detailed in its terms of reference.
- 1.3 It is important for the Audit and Governance Committee to review annually the work undertaken by the committee to ensure best practice and effectiveness for the Combined Authority is being achieved.
- 1.4 The attached Draft Annual Report of the Chair of Audit and Governance Committee has been produced (Appendix 1) to show the work carried out by the committee over the municipal year 2017/18 and is for the committee to approve to the Combined Authority Board.
- 1.5 In the interests of good governance, the committee have chosen to conduct a self-assessment exercise to ensure that it is performing in line with its terms of reference, gain feedback from relevant sources and to ensure that the committee will continue to progress and develop in the future. (Appendix 2)

<b><u>RECOMMENDATIONS</u></b>
<b>Lead Officer: Dermot Pearson, Interim Legal Counsel and Monitoring Officer</b>

The Audit and Governance Committee are recommended to:

- a) Comment on the draft Annual Report of the Chair of Audit and Governance Committee for 2018/19 (Appendix 1)
- b) Comment on the self assessment form (Appendix 2)
- c) Approve the draft Annual Report of the Chair of Audit and Governance Committee for submission to the Combined Authority Board as shown in Appendix 1.

## **2.0 BACKGROUND**

- 2.1 It is recommended by relevant professional bodies that audit and governance committees should produce an annual report which details the work of the Committee for the Municipal Year. A draft annual report has been prepared for 2018/19. (Appendix 1)
- 2.2 The draft annual report shows:
  - Background to the Committee, its roles, responsibilities and membership;
  - An overview and coverage of its remit including Internal Audit, Accounts and Financial Management, External Audit, Risk Management, Control Assurance, Corporate Governance, and Fraud and Irregularities;
  - Training provided to ensure that suitable challenge and scrutiny is adopted.
  - Records of complaints, Freedom of Information requests and attendance levels for the committee to consider.
- 2.3 The Committee are asked to comment on and agree the report. The report will then be submitted to the Combined Authority Board in September.
- 2.4 The Chairman, in agreement with committee members requested that in addition to the annual report, that a self-assessment exercise be carried out to help provide feedback for the committee after its first year in operation to ensure it was performing in line with its terms of reference and that it was providing an effective challenge to the governance arrangements put in place for the Combined Authority.
- 2.5 The self-assessment form will be discussed by the committee to provide a well-rounded review and gain valuable feedback to be included in the annual report and help the committee develop its work in the future.

### **3.0 RECOMMENDATION**

- 3.1 Subject to approval by Audit and Governance Committee, it is intended to present the report to the Combined Authority Board for noting as part of the Committee's annual update in order to demonstrate the work carried out to improve the governance arrangements across the Combined Authority.

### **4.0 FINANCIAL IMPLICATIONS**

- 4.1 There are no financial implications arising from this report.

### **5.0 LEGAL IMPLICATION**

- 5.1 There are no legal implications arising from this report.

### **6.0 APPENDICES**

- 6.1 Appendix 1 – Draft Annual Report of the Chair of Audit and Governance Committee for 2018/19
- 6.2 Appendix 2 – Audit and Governance Committee - Self Assessment Form

<b><u>Source Documents</u></b>	<b><u>Location</u></b>