

**Joint Report of the Chair of Council, Monitoring Officer and  
Head of Democratic Services**

**Council – 17 June 2014**

**AMENDMENTS TO THE COUNCIL CONSTITUTION – AUDIT COMMITTEE**

<b>Purpose:</b>	To make amendments in order to simplify, improve and/or add to the Council Constitution.
<b>Policy Framework:</b>	None.
<b>Reason for Decision:</b>	A decision of Council is required to change the Council Constitution.
<b>Consultation:</b>	Finance, Legal
<b>Recommendation(s):</b>	It is recommended that:  1) The changes to the Council Constitution as outlined in Paragraph 3 be adopted.
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<b>Legal Officer:</b>	Janet Hooper

**1. Introduction**

1.1 In compliance with the Local Government Act 2000, the City & County of Swansea has adopted a Council Constitution. A number of issues have arisen since adoption and in order to maintain the aims, principles and procedures set out in Articles 1 and 15 of the Council Constitution, it is proposed that the amendments set out below should be made to the Constitution.

**2. Delegated Minor Corrections to the Council Constitution**

2.1 There are no delegated minor corrections to the Council Constitution.

**3. Amendments to the Council Constitution**

3.1 This report outlines amendments to the Council Constitution. The amendments are within the following area of the Council Constitution:

- a) Part 3 – Responsibility for Functions – Terms of Reference – Audit Committee.

## **3.2 Terms of Reference – Audit Committee**

- 3.2.1 The Audit Committee recently undertook a review of its performance using a self assessment checklist provided by CIPFA. The review identified a small number of areas where the Committee felt that improvements could be made to ensure that the Committee was following best practice.
- 3.2.2 A summary of the issues identified during the performance review was reported to the Audit Committee 24<sup>th</sup> April 2014 where it was agreed that action would be taken to address the issues identified.
- 3.2.3 One of the issues identified related to the Committee’s terms of reference which appear in Part 3 of the Council’s Constitution and are attached in Appendix 1.
- 3.2.4 In 2013, CIPFA published *Audit Committees – Practical Guidance for Local Authorities and Police Bodies* which included model terms of reference for Audit Committees. The model terms of reference published by CIPFA are attached in Appendix 2.
- 3.2.5 The model terms of reference proposed by CIPFA are consistent with the Local Government (Wales) Measure 2011 which requires the Council have an audit committee.
- 3.2.6 The Audit Committee felt that the model terms of reference put forward by CIPFA provided a better basis for the Committee to fulfil its core functions and wished to adopt the terms of reference shown in Appendix 2

## **4. Equality and Engagement Implications**

- 4.1 An Equality Impact Assessment (EIA) screening process took place prior to the consultation period. The outcome indicated that it was low priority and a full report was not required.

## **5. Financial Implications**

- 5.1 There are no specific financial implications associated with this report.

## **6. Legal Implications**

- 6.1 There are no specific legal implications associated with this report. The amended version of the Council Constitution will be available at [www.swansea.gov.uk/constitution](http://www.swansea.gov.uk/constitution)

**Background Papers:** None.

### **Appendices:**

Appendix 1	Current Terms of Reference
Appendix 2	CIPFA – Audit Committee Model Terms of Reference