

LONDON BOROUGH OF HARROW

AUDIT COMMITTEE

10 MAY 2005

Proposed Terms of Reference for the Audit Committee

- a) To approve the financial statements of the authority
- b) To review the internal control arrangements and changes thereto and approve the Statement of Internal Control prior to sign off
- c) To monitor compliance with internal controls
- d) To consider matters arising from External Audit work which are required to be communicated to those charged with governance under the Statement of Auditing Standards (SAS610)
- e) To receive and consider the Annual Audit and Inspection Letter (or equivalent) and make recommendations as appropriate
- f) To scrutinise/comment on the Internal Audit three year strategic plan and annual plan
- g) To monitor progress against the Internal Audit plan and receive summaries of audit work completed and key recommendations
- h) To consider all individual Internal Audit reports on a regular basis
- i) To scrutinise/comment on the External Audit plan
- j) To monitor progress against the External Audit plan and receive summaries of audit work completed and key recommendations
- k) To consider individual External Audit (or external agency) reports as appropriate
- l) To review the management response to audit and regulatory recommendations and progress on implementation of recommendations
- m) To recommend action where audit and regulatory recommendations are not being implemented
- n) To monitor on a regular basis the Council's approach to tackling fraud and corruption and promote an anti-fraud culture
- o) To request reports on relevant matters of interest