

**Report for: Governance, Audit,  
Risk Management &  
Standards Committee  
(Non-Executive)**

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<b>Date of Meeting:</b>	02/08/22
<b>Subject:</b>	GARMS Committee Terms of Reference
<b>Responsible Officer:</b>	Dawn Calvert – Director of Finance & Assurance
<b>Exempt:</b>	No (If Yes, ie report is Private & Confidential, state grounds – see Access to Information Procedure Rule 12.4 – advice can be sought from Dem Services)
<b>Wards affected:</b>	All
<b>Enclosures:</b>	Appendix 1 – GARMS Committee Terms of Reference

## **Section 1 – Summary and Recommendations**

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This report sets out the GARMS Committee's Terms of Reference for information. The purpose of this report is to bring to the attention of the new members of the Committee the Committee's Terms of Reference and to act as a reminder to those who have previously served on the Committee.

## **Section 2 – Report**

### **Introduction**

- 2.1 Following the local elections in May the Governance, Audit, Risk Management and Standards Committee has a new Chair and several new members of the Committee.
- 2.2 The purpose of this report is to bring to the attention of the new members of the Committee the Committee's Terms of Reference (Appendix 1) and to act as a reminder to those who have previously served on the Committee.

### **The Committee's Terms of Reference**

- 2.3 The remit for the Governance, Audit, Risk Management and Standards Committee is set out in the Committee's Terms of Reference which was last reviewed in 2018/19.
- 2.4 The Terms of Reference states that the Governance, Audit, Risk Management and Standards Committee is a key component of Harrow Council's corporate governance. It provides an independent and high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.
- 2.5 The purpose of the committee is to provide independent assurance to the members of the adequacy of Harrow Council's governance, risk management and control frameworks and to oversee the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place. It also acts as the Standards Committee.
- 2.6 The Committee's remit covers the following areas:
  - Governance
  - Risk Management
  - Countering Fraud and Corruption
  - Internal Audit
  - External Audit
  - Financial Reporting
  - Treasury Management
  - Health & Safety
- 2.7 The Committee's Terms of Reference also covers its accountability arrangements and its role with regards to Standards.
- 2.8 In terms of accountability the Committee is required to:
  - To report to those charged with governance on the committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements, and internal and external audit functions.

- To report to full council on an annual basis on the committee's performance in relation to the terms of reference and the effectiveness of the committee in meeting its purpose.
- To publish an annual report on the work of the committee.

2.9 Throughout the Terms of Reference the main emphasis is on the Committee reviewing, monitoring and confirming information presented to it with the aim of seeking assurance on the Council's governance, risk management and control frameworks.

## **Legal Implications**

There are no legal implications of this report.

## **Financial Implications**

There are no financial implications of this report.

## **Risk Management Implications**

There are no risk management implication of this report.

## **Equalities implications / Public Sector Equality Duty**

There are no equalities implications of this report.

## **Council Priorities**

There is no decision in this report and therefore no link to the Council priorities.

## **Section 3 - Statutory Officer Clearance**

This report is for information only and therefore does not require clearance by Legal, Financial or a Corporate Director.

## **Section 4 - Contact Details and Background Papers**

**Contact:** Susan Dixson, Head of Internal Audit & Corporate Anti-Fraud

**Background Papers:** None