

## **Appendix 1**

### **CHERWELL DISTRICT COUNCIL**

#### **ACCOUNTS, AUDIT & RISK COMMITTEE – APPOINTMENT OF INDEPENDENT MEMBER**

##### **Background Information**

Cherwell District Council is seeking to appoint an independent member to their audit committee.

Cherwell District Council operates a joint working arrangement with Oxfordshire County Council, who are also seeking to appoint an independent member for their audit committee. These are separate appointments and therefore each Council will undertake its own selection and interview process. Candidates may apply to serve on one or both committees.

##### **About Us**

Cherwell District Council represents and provides services to the residents and businesses of Banbury, Bicester, Kidlington and the rural parishes of north Oxfordshire.

In 2021/22 our funding was £22.4m, which funds a wide range of services that the council provides, including:

- Housing
- Environmental Health
- Leisure and recreation
- Planning and development
- Waste and recycling collection

The council is composed of 48 elected councillors. Full council meets six times a year and approves the overall policies and annual budget of the council. The Executive comprises the leader and nine other councillors. It meets every month and makes all key decisions unless the issue has been specifically delegated to an individual executive member. Meetings are normally held at council's offices at Bodicote House, near Banbury, Oxfordshire.

##### **What are the responsibilities of the Audit Committee?**

The primary purpose of the Accounts, Audit & Risk Committee is to provide independent assurance on the effectiveness of the control environment and corporate governance arrangements operating within the council. This is achieved by:

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- reviewing the annual statement of accounts and annual governance statement.
- considering reports received from the internal and external auditors on work completed;
- monitoring the independence, objectivity and performance of the auditors;
- considering the effectiveness of the authority's risk management arrangements
- monitoring counter fraud plans and activities;
- reviewing the council's treasury management strategy and activities.

The committee's responsibilities are set out in the terms of reference, which are contained in the council's constitution. The committee reports annually regarding their work, to demonstrate how they have fulfilled their responsibilities.

### **What are Audit Committee Members expected to do?**

Independent co-opted members are formally appointed to serve on the Council's audit committee for an agreed period of time.

Members are expected to read agenda papers sent prior to each meeting, attend meetings and participate in questioning officers about the contents of reports prepared for the committee's consideration.

Independent co-opted members may also be expected to attend training sessions and read other background information relevant to the working of the committee.