Agenda Item No.

JOINT INDEPENDENT AUDIT COMMITTEE
19 NOVEMBER 2019

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SUBJECT	**JIAC TERMS OF REFERENCE, PROCEDURE DOCUMENT AND CODE OF CONDUCT**
REPORT BY	**CHIEF FINANCE OFFICER**
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SUMMARY AND PURPOSE OF REPORT To review the Joint Independent Audit Committee's (JIAC's) Terms of Reference, Procedure Document and Member Code of Conduct.	
RECOMMENDATIONS	***That:*** ***1. the Terms of Reference attached at Appendix A be reviewed;*** ***2. the Procedure Document attached at Appendix B be reviewed;*** ***3. the Member Code of Conduct declaration attached at Appendix C be reviewed.***

A. SUPPORTING INFORMATION

1. TERMS OF REFERENCE

1.1 The terms of reference for the Joint Independent Audit Committee (JIAC) were originally agreed on 29 November 2013. The terms of reference are reviewed by the Committee on an annual basis. A copy is attached at Appendix A.

2. PROCEDURE DOCUMENT

2.1 The JIAC Procedure Document, which was adopted by the Committee on 25 July 2018, sets out how the Terms of Reference will be delivered. The JIAC agreed that the Procedure would be reviewed annually alongside the Terms of Reference as per the Forward Plan. A copy is attached at Appendix B.

3. CODE OF CONDUCT

3.1 Members of the JIAC voluntarily adopted a Code of Conduct on 27 November 2014. The Code is based on the seven principles of public life published by the Nolan Committee and prescribes a set of values, standards and behaviours to guide Member conduct. The Committee

agreed to review the Code on an annual basis. A copy is attached at Appendix C.

B. FINANCIAL CONSIDERATIONS

None.

C. LEGAL AND HUMAN RIGHTS CONSIDERATIONS

None.

D. PERSONNEL, EQUAL OPPORTUNITIES AND DIVERSITY ISSUES (including any impact or issues relating to Children and Young People.)

None.

E. REVIEW ARRANGEMENTS

The Terms of Reference, Procedure Document and Code of Conduct are reviewed by the Committee on an annual basis.

F. RISK MANAGEMENT

None.

G. PUBLIC ACCESS TO INFORMATION

Information in this report along with any supporting material is subject to the Freedom of Information Act 2000 and other legislation.