

Agenda Item 14a

Meeting: Buckinghamshire, Oxfordshire, and Berkshire West CCGs (BOB) Governing Bodies Meetings in Common (in public)

Date of Meeting	9 September 2021
Title of Paper	Audit Committees in Common: Terms of reference
Lead Director	Robert Parkes, Lay Member BCCG and OCCG Geoff Braham, Lay member BWCCG
Author(s)	Catherine Mountford, Director of Governance, OCCG
Paper Type	For approval
Action Required	The Governing Body Members are asked to: Approve the Audit Committees Terms of Reference as recommended by the three CCGs' Audit Committees

Executive Summary

The CCGs are required, in accordance with their Constitutions, to have an Audit Committee. The Committee is responsible for providing assurance to the CCGs' Governing Bodies for all areas under the delegated responsibility given by the CCG.

Attached, are the terms of reference for the Audit Committees meeting in Common, modelled on the three CCG's current Terms of Reference.

The Audit Committees in Common have recommended the terms of reference to the Governing Bodies for approval.

Previously considered by (CCG and/or ICS, ICP Boards and/or Committees)	These terms of reference are recommended for approval by the CCGs Audit Committees
Financial and resource implications	Not applicable
Risk and Assurance	The Terms of Reference will provide assurance that the Audit Committees in common is effectively discharging its responsibilities as delegated by its Governing Body.
Legal implications/regulatory requirements	Information Governance Legislation, Statutory CCG Committee
Consultation, public engagement & partnership working implications/impact	Not applicable.
Public Sector Equality/Equity Duty	Not applicable

Conflicts of Interest
Not applicable

No conflict identified	✓
Conflict noted: conflicted party can participate in discussion and decision	
Conflict noted, conflicted party can participate in discussion but not decision	
Conflict noted, conflicted party can remain but not participate in discussion	
Conflict noted, supported paper withheld from conflicted party e.g. pecuniary benefit	
Conflicted party is excluded from discussion	

Authority to Make a Decision – process and/or commissioning (if relevant)
 The Governing Body is required to approve its subcommittee's terms of reference which includes those for the Audit Committees in Common