

## REPORT TITLE: Annual Civic Affairs & Audit Committee Report

**To:**

Civic Affairs & Audit Committee (9 March 2026)

**Report by:**

Jonathan Tully, Chief Audit Executive & Dan Kalley, Democratic Services Manager (Deputy Monitoring Officer)

Email: [jonathan.tully@3csharedservices.org](mailto:jonathan.tully@3csharedservices.org) & [dan.kalley@cambridge.gov.uk](mailto:dan.kalley@cambridge.gov.uk)

**Wards affected:**

None:

Director Approval: Director Jane Wilson confirms that the report author has sought the advice of all appropriate colleagues and given due regard to that advice; that the equalities impacts and other implications of the recommended decisions have been assessed and accurately presented in the report; and that they are content for the report to be put to the Committee.

### 1. Recommendations

1.1 It is recommended that the Civic Affairs and Audit Committee:

1. Review and approve the draft Annual Civic Affairs & Audit Committee Report shown in Appendix 1 for submission to Council at the Annual Meeting in May.
2. Delegate authority to the Chair, in consultation with the committee, to agree any minor changes to the report before submission to Council

### 2. Purpose and reason for the report

2.1 The Civic Affairs & Audit Committee has been in operation since Annual Council in May 2025. This was preceded by the Civic Affairs Committee. The Committee has a wide-ranging remit that underpins the Council's governance processes by providing independent challenge and assurance of the adequacy of risk management, internal controls including internal audit, anti-fraud and the financial reporting framework.

The Committee also has responsibility for oversight of Civic and Constitutional functions. Reports have been provided this year on giving updates to the Civic functions, ensuring that work is undertaken to maintain the history and importance of the office of Mayor. Further work will be presented to committee as progress is made around Local Government Reorganisation.

### **3. Alternative options considered**

- 3.1 The committee could not provide an annual report, however best practice guidelines have stated that local authorities should produce a report for the Council to review as part of good governance arrangements.

### **4. Background and key issues**

- 4.1 The attached Draft Annual Report has been produced (Appendix 1).

The report shows:

- Background to the Committee, its roles, responsibilities, and membership.
- An overview and coverage of its remit including Internal Audit, Accounts and Financial Management, External Audit, Risk Management, Control Assurance, Corporate Governance, Civic Functions and Fraud and Irregularities; and
- Focus on good governance moving forward and looking at continuous improvement.

### **5. Consultation, engagement and communication**

- 5.1 The Civic Affairs & Audit Committee has the opportunity to feed into the report before being presented to Full Council

### **6. Anticipated outcomes, benefits or impact**

- 6.1 Publication of the report will enable the public to gain an insight into the role of the Committee and will ensure that the Committee can continue to progress and develop in the future. The Council continues to evolve its Civic Affairs & Audit Committee in line with

best practice to provide effective challenge.

Subject to approval by Civic Affairs & Audit Committee, it is intended to present the report to Council for noting as part of the Committee's annual update in order to demonstrate the work carried out on the governance arrangements across the Council.

## **7. Implications**

### **Relevant risks**

7.1 There are none.

### **Financial Implications**

7.2 There are none.

### **Legal Implications**

7.3 There are none.

### **Equalities and socio-economic Implications**

7.4 None required.

### **Net Zero Carbon, Climate Change and Environmental implications**

7.5 There are none.

### **Procurement Implications**

7.6 There are none.

### **Community Safety Implications**

7.7 There are none.

**8. Background documents**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

8.1 CIPFA guidance

**9. Appendices**

9.1 Appendix 1 – Annual Civic Affairs & Audit Committee Report

To inspect the background papers or if you have a query on the report please contact, Jonathan Tully, Chief Audit Executive, [Jonathan.tully@cambridge.gov.uk](mailto:Jonathan.tully@cambridge.gov.uk)

Dan Kalley, Democratic Services Manager (Deputy Monitoring Officer), [dan.kalley@cambridge.gov.uk](mailto:dan.kalley@cambridge.gov.uk)