

Appendix F**AUDIT, FINANCE & ADMINISTRATION COMMITTEE** (10-230)

Composition: The Audit, Finance & Administration Committee shall be comprised of a minimum of 5 or 7 members of Council.

Mandate:

General: To report and make recommendations to Council on matters relating to:

- Internal/external audits
- Oversight of internal control, financial reporting
- Human Resources - programs and services
- Programs related to Financial Planning and Policy, Treasury Services, Customer Service, Information Technology, Legislative Services, Records Management, Legal Services, Procurement and Risk Management
- Access & Equity

Specific duties shall include:

- To consider and make recommendations to Council on:
 - matters of policy respecting human resources, including health and safety, union/management relations, organizational planning and development and compensation administration
 - matters of policy involving communications issues
 - matters of policy and oversight involving financial management, investment, reserves, debt, procurement and risk management
 - matters of policy involving general policies and procedures and administrative By-laws
 - all audit matters, including promoting an appropriate environment for the management of public funds and the economy, efficiency and effectiveness of operations and a high level of accountability. Ensure compliance with laws, regulations, policies and support high standard of ethical conduct
 - matters of policy and direction related to Access and Equity, including the annual corporate accessibility plan
- To act as liaison to the Access & Equity volunteer advisory committees (with the exception of the Advisory Committee for Persons with Disabilities reporting to the General Issues Committee)
- To consider recommendations of any Sub-Committees and/or Task Forces established by Committee and Council which report directly to the Audit and Administration Committee

- To receive delegations from the public and conduct public hearings as required by statute and Council specific to the mandate of this committee on matters under the Standing Committee