
Australasian Council of Auditors General

Audit Standards Committee (ASC)

Terms of Reference

Purpose

The Audit Standards Committee (“the Committee” or “ASC”) is a subgroup of the Australasian Council of Auditors General (ACAG).

In accordance with the strategic plan as agreed from time to time, the Committee provides ACAG with advice on the emerging issues that impact audit quality in both financial and performance audits and developments in auditing and assurance standards.

Authority

ACAG has authorised the Committee, within the scope of their duties and responsibilities as set out in this Terms of Reference to represent their respective Auditors General and with the necessary authority to do so.

Every effort is required to ensure that the advice provided is a common point of view and where this is not the case, reasons for differing points of view will be clearly documented.

Membership

Each Member of ACAG is entitled to nominate up to two (2) representatives to the Committee. Ideally, each representative will have experience and knowledge in public sector auditing.

The Chair of the Heads of Performance Audit and Chair of Heads of Financial Audit will have a standing invitation to attend meetings of the Committee.

In the event that a Member cannot attend, an alternate may attend in their place. The membership list is maintained by the Committee secretariat.

The Audit Office that is the Chair of the Committee, will also be the secretariat of that Committee.

The ACAG Executive Director is an ex-officio member.

Chair of the Committee

ACAG will appoint the Chair of the Committee for a period of up to two (2) years. The Chair of the Committee will be a current Auditor General.

Should the Committee Chair be absent from a meeting, ACAG will appoint a Chair for that particular meeting. Should the Committee Chair be absent unexpectedly from a meeting, committee members will elect an interim Chair within the first few minutes of the meeting.

Meetings

The Committee will meet at least twice per year, and aim to meet at least once face to face each year. An ACAG Member will host these meetings.

Additional meetings may be convened as appropriate via MS Teams.

An Audit Office is responsible for all expenses associated with their staff attending face-to-face meetings.

Meeting agendas, along with appropriate briefing materials, will be prepared and provided to Members via the ACAG intranet (MS Teams site) at least seven days prior to the meeting date.

Minutes will be prepared, approved by the Committee Chair and circulated to Committee Members within two weeks of the meeting date. The minutes must be ratified by Committee Members present at the next meeting and signed by the Chair.

Duties and Responsibilities

In assisting the ACAG Members in fulfilling their responsibilities, the duties of the Committee shall be:

- a) To promote the use of the INTOSAI Performance Management Framework in conducting quality assurance reviews;
- b) To facilitate quality assurance reviews in accordance with the INTOSAI PMF Framework policies and procedures as agreed from time to time;
- c) To facilitate the sharing of common quality review findings including identified good practices;
- d) To advise of the appropriateness of audit quality indicators;
- e) To proactively provide meaningful and timely input through ACAG to the deliberations of the auditing and assurance standards setting boards both in Australia and internationally;
- f) To exchange strategic and technical information between jurisdictions on practices and developments in public sector auditing; software, methodologies, training and development;
- g) To advise Auditors General on auditing issues of relevance including, but not limited to, the application of specific auditing and assurance standards and the need for new or revised auditing and assurance standards;
- h) To develop and coordinate Auditors General responses to relevant national and international standards setting board exposure drafts; and
- i) To support membership and represent ACAG on relevant national and international standard setting boards.

Reporting to ACAG Members

The Committee is required to submit for approval to the first ACAG Business Meeting each year a work plan to cover the following financial year. This work plan is to take account of the strategic plan as agreed from time to time.

The Committee Chair is required to provide a report to each ACAG Business Meeting. The manner of reporting may be distribution of a copy of the minutes supplemented by other additional information, including recommendations requiring Members' action and/or approval.

Review

The Committee will review at least every two years these Terms of Reference and recommend to an ACAG Business Meeting for approval any appropriate amendments.

Approved by ACAG Members: June 2024 (version 2)

Next Review Date: June 2026