

Section 2 - Committee responsibilities

**Governance and Audit and Standards Committee (6 members)**

The Governance and Audit and Standards Committee shall have the following roles and functions:

**Audit Activity**

1. To consider, approve or otherwise deal with:
  - a. The Chief Internal Auditor's annual report and opinion, and a summary of Internal Audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements.
  - b. Summaries of specific internal audit reports as requested.
  - c. Reports dealing with the management and performance of the providers of Internal Audit services.
  - d. Reports from Internal Audit on agreed recommendations not implemented within a reasonable timescale.
  - e. The External Auditor's annual letter, relevant reports, and the reports to those charged with governance.
  - f. Specific reports as agreed with the external auditor.
2. To receive and comment upon the Audit Charter together with its Terms of Reference and Audit Strategy.
3. To comment on the scope and depth of external audit work and to ensure it gives value for money.
4. To commission work from Internal Audit in accordance with the agreed Audit Strategy, and External Audit.

**Regulatory Framework**

1. To consider amendments to the Council's Constitution and to make such recommendations to the Council as may be necessary.
2. To review any issue referred to it by the Chief Executive or a Director, or any Council committee.

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3. To monitor and take decisions in respect of the effective development and operation of risk management and corporate governance in the Council.
4. To monitor and take decisions in respect of the Council policies on the anti-fraud and anti-corruption strategy
5. To oversee and take decisions in respect of the authority's Annual Governance Statement.
6. To consider and take decisions in respect of the Council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.
7. To consider the Council's compliance with its own and other published standards and controls, including the Annual Governance Statement.
8. To monitor call in and urgency arrangements set out in Part 3 of the Constitution and submit a report to the City Council if the Committee considers it necessary.

### **Accounts**

1. To review the Annual Statement of Accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.
2. To consider the External Auditor's report to those charged with governance on issues arising from the audit of the accounts.

### **Other functions**

1. Power to make standing orders.
2. Duty to approve the authority's statement of accounts, income, and expenditure and balance sheet or record of receipts and payments (as the case may be).

### **Standards**

In respect of standards matters the Committee will have the following roles and functions:

1. promoting and maintaining high standards of conduct by Councillors
2. assisting councillors to observe the Code of Conduct
3. monitoring the operation of the Code of Conduct

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4. advising, training or arranging to train Councillors on matters relating to the Code of Conduct;
5. granting dispensations to Councillors from requirements relating to interests set out in the Members' Code of Conduct;
6. complaints about the conduct of the City Council or any of its committees, sub-committees, members (whether or not they relate to maladministration) including the power to investigate any complaint against any member of the City Council, and any facts brought to the attention of the Committee by the Council's Monitoring Officer
7. to review complaints handling and Ombudsman investigations
8. to keep under review the Council's "whistle blowing" policy
9. to be responsible for member training and development