

JOINT AUDIT AND STANDARDS COMMITTEE

MEMBERS 10 (5 from each Council) QUORUM 4 (2 from each Council)

General Role

To ensure a consistent approach, avoid duplication of resources and improve joint working between both Councils.

Where there are issues that are pertinent to only a single Council area, only Councillors from the relevant Council will be able to vote on the matter.

Frequency of Meetings

Every two months.

Members – No Leader or members of Cabinet to be on the Committee.

Substitutes

Any Member from the same political group and Council, except Members of the Cabinet.

Role and Function

- (i) Undertake the Council's responsibilities in relation to financial governance issues.
- (ii) Receive Internal Audit's charter, annual plan and progress against the plan that includes an annual report from the Corporate Manager - Internal Audit.
- (iii) Consider the effectiveness of the joint risk management arrangements, the control environment and associated anti-fraud and anti-corruption.
- (iv) Be satisfied that the joint Annual Governance Statement properly reflects the risk environment and any actions taken to improve it.
- (v) Ensure that there are effective relationships between external and internal audit, inspection agencies and other relevant bodies and that the value of the audit process is actively promoted.
- (vi) Review and consider the annual Treasury Management Strategies of both Councils, receive reports on performance during the year and ensure appropriate Member training and guidance is provided.
- (vii) Design, monitor and review the ethical framework of the Councils to promote a culture of openness, accountability and probity in order to ensure the highest standards of conduct.

- (viii) Exercise the functions of the Councils in relation to the ethical framework and standards of conduct of the Councils, Parish/Town Councils, Joint Committees and other bodies, as relevant.
- (ix) Advise the Councils on the adoption or revision of a Code of Conduct for Members. Overview codes of good practice, protocols and policies with regard to probity and ethics.
- (x) Oversee and manage programmes of training and development on ethics, standards and probity for Councillors. Issue advice and guidance on standards related matters.
- (xi) Receive reports on complaints made under the Code of Conduct for Members.
- (xii) Support the Monitoring Officer in their statutory role and the issuing of guidance on his or her role from time to time.
- (xiii) Support the Section 151 Officer responsible for the administration of the relevant Council's financial affairs in their statutory role in connection with financial probity and the issuing of national guidance on their role from time to time.
- (xiv) To peruse, review and comment upon the non-salaried expenses of Council officers.

NOTE: Members of this Committee must not participate in the scrutiny of any previous decision that they may have had involvement in as a former member of the Cabinet and the Chair will not be from the Administration unless there is a coalition administration or standing in for the chair.