

2. Standards and Audit Committee	
<p>Appointed by:</p> <p>The Council, in accordance with the provisions of S101 and S102 Local Government Act 1972 and Regulations made thereunder.</p>	<p>Number of Elected Members:</p> <p>Six elected Members (of whom one member may be a member of the Executive nominated by the Leader of the Council)</p>
<p>Chair and Vice-Chair appointed by:</p> <ol style="list-style-type: none"> 1. The Chair will be appointed by Council. 2. There will be one Vice Chair, who will be appointed by Council 3. The Vice-Chair shall deputise for the Chair in his or her absence. 	<p>Political Proportionality:</p> <p>Rules of political proportionality apply.</p> <p>Substitutes:</p> <p>Substitutes are permitted for the Standards and Audit Committee.</p> <p>Frequency:</p> <p>At least quarterly.</p> <p>Venue:</p> <p>As set out in the approved Calendar of Meetings.</p>
<p>Quorum:</p> <p>At least three voting Members of the Committee</p>	<p>Co-opted Members to be appointed by Council:</p> <p>Up to six non-voting, to be appointed by the Committee</p> <p>Independent Person to be appointed by the Council:</p> <p>Appointment approved by full Council in accordance with the provisions of Section 28(6) and (7) of the Localism Act 2011</p> <p>The Independent Person shall be invited to attend the meetings of the Standards and Audit Committee</p>
<p>Terms of Reference:</p> <p>The Standards and Audit Committee will have the following roles and functions.</p> <p>Standards functions determined by Council:</p> <ol style="list-style-type: none"> 1.1 promoting and maintaining high standards of conduct by Members and Co-Opted Members of the authority 1.2 receiving periodic reports from the Monitoring Officer on dispensations granted / refused, complaints received against Members, complaints resolved informally, complaints resolved 	

after an investigation and a Members Advisory Panel Hearing and assessing the operation and effectiveness of the Members' Code of Conduct

- 1.3 advising on training or arranging to train Members and Co-Opted Members on matters relating to the Members' Code of Conduct
- 1.4 assisting Councillors and co-opted Members to observe the Members' Code of Conduct
- 1.5 to receive referrals from the Monitoring Officer into allegations of misconduct in accordance with the authority's assessment criteria
- 1.6 advising the Council upon the contents of and requirements for codes/protocols/other procedures relating to standards of conduct throughout the Council
- 1.7 maintaining oversight of the Council's arrangements for dealing with complaints
- 1.8 informing Council and the Chief Executive of relevant issues arising from the determination of Code of Conduct complaints
- 1.9 appointment of Members' Advisory Panel (a Working Group of the Committee) to hear and make recommendations to the Monitoring Officer concerning complaints about Members and Co-Opted Members referred to it by the Monitoring Officer
- 1.10 on referral by the Monitoring Officer to grant dispensations after consultation with the Independent Person pursuant to S33(2) (b), (c) and (e) of the Localism Act 2011
- 1.11 hear and determine appeals against refusal to grant dispensations by the Monitoring Officer pursuant to S33(2)(a) and (d) of the Localism Act 2011

Audit functions determined by the Council:

- 1.12 providing independent assurance that the Authority's financial and risk management is adequate and effective and that there is a sound system of internal control that facilitates the effective exercise of its functions, including:
 - 1.12.1. keeping under review the Authority's own audit standards and whether they are relevant and represent best practice
 - 1.12.2. considering or reviewing the following and the action taken on them and advising the Council and/or the Cabinet, as appropriate:
 - (a) internal and external audit plans and progress against plans
 - (b) summaries of external and internal audit reports and progress against recommendations made in audit reports
 - (c) the annual report of the internal auditor and the Annual Governance Statement
 - (d) approving the annual statement of accounts and whether appropriate accounting policies have been followed

- (e) reports from inspection agencies, including the external auditor's Annual Management letter and report to those charged with governance issues
- (f) keeping under review the Authority's control environment and anti-fraud and anticorruption arrangements, including compliance with the Financial and Contracts Procedure Rules
- (g) keeping under review the relationships between external and internal audit and other inspection agencies

1.13 reviewing the performance of the Council's appointed Internal Audit provider