

APPENDIX 1

STANDARDS, AUDIT AND SCRUTINY – ETHICAL GOVERNANCE RESPONSIBILITIES

Standards committee powers and duties

- (a) Promoting high standards of conduct in the council
- (b) Advising full council on adopting or revising the [members' code of conduct](#) (Section 23) and monitoring how the code is working
- (c) Advising and arranging training for councillors and co-opted committee members on all aspects of the [members' code of conduct](#)
- (d) Considering recommendations made by [case tribunals](#) held under [Section 80 of the Local Government Act 2000](#)
- (e) Considering reports by the monitoring officer on anything referred by an [ethical standards officer](#)
- (f) Carrying out initial assessments, reviews and hearings into allegations of breaches of the members' code of conduct
- (g) Giving special permission to councillors and co-opted committee members to speak and vote on things they have an interest in
- (h) Considering anything relevant in the Audit Commission's management letter or other correspondence from the [Audit Commission](#)
- (i) Overseeing the [whistle blowing policy](#) (Section 26)
- (j) Monitoring the council's handling of complaints and considering [ombudsman](#) reports
- (k) Monitoring the register of members' interests (see [23.19](#))
- (l) Overseeing the [code on councillor–officer relations](#) (Section 24)
- (m) Advising on any other codes of practice or guidance for councillors

The standards committee will carry out roles (a) to (g) for parish councils in the city too.

Audit and governance committee powers and duties

(a) Internal control and risk management

Reviewing internal control and risk management, particularly :

- the way the council identifies and deals with key risks
- policies for making sure the council follows regulatory guidance

- the way the council's strategies, policies, processes and procedures are working policies and procedures on fraud and corruption
- the statement on internal control to be included in the annual report and all risk and control related disclosure statements before they go to full council

(b) Audit and risk

- reviewing the internal audit programme
- considering the main findings of internal audit investigations and management's response
- ensuring co-ordination between internal and external auditors
- ensuring the council allocates enough resources to audit and risk and takes audit and risk sufficiently seriously

(c) External audit

- considering the choice of auditor and the auditor's fees (as far as the Audit Commission allows)
- discussing the terms of reference of audits before they happen
- making sure that all external audits and inspections are co-ordinated
- reviewing external audit reports, including value for money reports and annual audit letters, along with the management response

(d) Financial reporting

Reviewing the yearly financial statements before they go to the board, focusing on :

- whether the council's accounting policies and practices are up-to-date
- areas where serious criticisms and important adjustments resulted from the audit

(e) Statement of accounts

Considering the annual statement of accounts and recommending it to full council

Scrutiny committees' powers and duties

Committee	Areas of work
Value and performance scrutiny committee	<ul style="list-style-type: none">• Any call in matter• Transforming the city council by improving value for money• More housing and better housing for all
Communities and partnership scrutiny committee	<ul style="list-style-type: none">• Any call in matter• Stronger and more inclusive communities• Reduction of crime and anti-social behaviour• Improvements to the local environment, economy and quality of life• Climate change and the promotion of environmental resource management
