

Part 5 – Terms of reference of other Committees

Council has determined that Committees shall be constituted and shall have delegated authority for the discharge of the Council's functions as set out below.

1.	GENERAL SERVICES COMMITTEE	
Appointed by: The Council under section 102 of the Local Government Act 1972	Number of Elected Members: Seven	
Chair and Vice-Chair appointed by: The Council	Political Proportionality: The elected Members shall be appointed in accordance with Political Proportionality	
Quorum: Three	Co-opted Members to be appointed by Council: None	
<p>Functions determined by Council:</p> <ol style="list-style-type: none"> 1. To advise the Council on the appointment or dismissal of, or the arrangements for the appointment or dismissal of, the Head of the Paid Service; 2. To appoint or dismiss or make arrangements for the appointment or dismissal of Corporate Directors, the Chief Finance Officer or the Monitoring Officer 3. To deal with any of the functions of the Council in relation to the employment of staff that are not dealt with by Officers under delegated powers, or which may be referred to them by an Officer waiving his/her power to make a decision, including powers to: <ol style="list-style-type: none"> 3.1 designate Officers (other than the Head of Paid Service) for specific statutory purposes; 3.2 exercise the Council's power of suspension of a Statutory Officer, after taking appropriate legal advice; 3.3 appoint any Sub-Committee or panel or other body to exercise the Committee's powers in relation to staff grading, disciplinary, grievance or any other staffing matter; 3.4 determine any other staffing matter that it is within the remit of the Council; 3.5 determine any matter in respect of superannuation; 4. To settle cases of claimed or actual maladministration etc; 5. To advise the Council on major changes to the Constitution; 6. Insofar as is within the remit of the Council, to make casual or urgent appointments to outside bodies; 7. To agree any arrangements for the appointment of a joint Overview and Scrutiny Committee under section 245, National Health Service Act 2006, and any regulations made thereunder. 8. To exercise the functions of the Council in relation to elections, parish and town Councils, vacancies and local bills; 9. To make recommendations to the Council in respect of any change to the electoral arrangements 		

for the authority.

10. Subject to, and without prejudice to, the generality of the foregoing, to exercise the powers and functions of the Council in relation to the provisions referred to in column (2) of Schedule 1 to the Local Authorities (Functions and Responsibilities Regulations) (England) Regulations 2000 as amended, including the following legislation and any amendment and replacement thereof and any regulations made thereunder:

Acts of Parliament

European Parliamentary Elections Act 1978, Schedule 1, paras. 4(3) and (4)

Health and Social Care Act 2001, section 8

Local Government Act 1972, sections 10,11, 75, 86, 87, 91, 101, 112, 151 and 239

Local Government Act 2000, section 82

Local Government and Housing Act 1989 sections 4(1) and 5(1)

Local Government and Rating Act 1997

Representation of the People Act 1983, sections 8(2), 18, 31, 35, 39(4), 52(4), 54, 106, 112, 135, 151, 270(3) and Schedule 12, para. 42

Representation of the People Act 1985, section 21

Representation of the People Act 2000, sections 10 and 93

Superannuation Act 1972, sections 7, 12, and 24

Subordinate Legislation

Commons Registration (General) Regulations 1966

Commons Registration (New Land) Regulations 1969, Reg. 6

Local Election (Parishes and Communities) Rules 1986

Local Elections (Principle Areas) Rules 1986

Functions determined by Statute

2.	AUDIT COMMITTEE	
Appointed by: The Council under section 102 of the Local Government Act 1972	Number of Elected Members: Six	
Chair and Vice-Chair appointed by: The Council	Political Proportionality: The elected Members shall be appointed in accordance with Political Proportionality	
Quorum: Three elected Members	Co-opted Members to be appointed by Audit Committee: Two, non-voting, to be appointed by the Committee	
Functions determined by Council:		
<p>1. 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:</p> <p>1.1 keeping under review the Authority's own audit standards and whether they are relevant and represent best practice;</p> <p>1.2 considering or reviewing the following and the action taken on them and advising the Council and/or the Cabinet, as appropriate:</p> <p>(a) internal and external audit plans and progress against plans</p> <p>(b) summaries of external and internal audit reports and progress against recommendations made in audit reports</p> <p>(c) the annual report of the internal auditor and the Annual Governance Statement</p> <p>(d) approving the annual statement of accounts and whether appropriate accounting policies have been followed</p> <p>(e) reports from inspection agencies, including the external auditor's Annual Management letter and report to those charged with governance issues</p> <p>(f) keeping under review the Authority's control environment and anti fraud and anticorruption arrangements, including compliance with the Financial and Contracts Procedure Rules</p> <p>(g) keeping under review the relationships between external and internal audit and other inspection agencies.</p> <p>2. Reviewing the performance of the Council's appointed Internal Audit provider.</p>		
Functions determined by Statute		