



Committee and date

Audit Committee

25 November 2010

10.00 am

Item No

14

Public

AUDIT COMMITTEE - SELF ASSESSMENT CHECKLIST

Responsible Officer James Walton

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Summary

Members are asked to review and comment on the self assessment questionnaire attached to this report which will allow them to demonstrate the effectiveness of the Audit Committee and identify whether there are any further improvements that could be made to improve the Committee's overall effectiveness.

Recommendations

Members are asked to:

- A. Consider and comment on the attached self assessment checklist and identify any amendments required.
- B. Identify if there is any further work, actions or training required as a result of the completion of the self assessment checklist.

Report

1. In the practical guidance on Audit Committees issued by CIPFA there is a suggested self assessment checklist which should be completed by Audit Committee members to help them assess the effectiveness of the Audit Committee. It is recommended best practice that the Audit Committee periodically carry out a review of their effectiveness and identify any changes or improvements that would enhance its performance.
2. Members of the Audit Committee at its meeting on 12 March 2008 conducted an initial self assessment of the effectiveness of the Committee. The Section 151 Officer and the Head of Audit Services have completed a review of the initial self assessment questionnaire for members to consider, discuss and amend as they require.
3. It was felt that this method of completing the questionnaire would minimise the input that members would initially have to make but would allow them to

amend and agree at the meeting the final version of the assessment. A copy of the revised draft of the self assessment questionnaire is attached for Members to review at **Appendix A**.

4. Depending on the outcomes of the self assessment there may be some recommendations or improvements that are identified that can further improve the effectiveness of the Audit Committee.

Financial Implications

5. There are none in terms of reviewing the assessment but any resulting activities may require funding if they are not already allowed for in the base budget.

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)

Audit Committees – Practical Guidance for Local Authorities published by CIPFA.

Human Rights Act Appraisal

The recommendations contained in this report are compatible with the provisions of the Human Rights Act 1998.

Environmental Appraisal

N/A

Risk Management Appraisal

An Audit Committee has a key function in ensuring and maintaining effective corporate governance arrangements are in place in the Council. If the effectiveness was impaired in any way, their failure to perform their role effectively could lead to a weakening in the overall effectiveness of the council's corporate governance arrangements.

Community / Consultations Appraisal

N/A

Cabinet Member

Keith Barrow, Leader of the Council (Brian Williams, Chairman of Audit Committee)

Local Member

Appendices

Appendix A - Draft Self Assessment Checklist