



<u>Committee and Date</u> Audit Committee 10 November 2011 10 am	<u>Item</u> 10 <u>Public</u>
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AUDIT COMMITTEE SELF-ASSESSMENT CHECKLIST

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1. 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.

2. Recommendations

Members are asked to:

- A. Consider and comment as appropriate 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

3. Risk Assessment and Opportunities Appraisal

- 3.1 An Audit Committee has a key function in ensuring effective corporate governance arrangements are in place in the Council. By reviewing their effectiveness against a best practice checklist on an annual basis, the committee ensures that it is not impaired in any way. Thus enabling the committee to perform their role effectively, reinforcing the overall effectiveness of the council's corporate governance arrangements.

3.2 The recommendations contained in this report are compatible with the provisions of the Human Rights Act 1998. There are no direct environmental, equalities, consultation or climate change consequences of this proposal.

4. Financial Implications

There are no financial implications in terms of reviewing the assessment but any resulting activities may require funding if they are not already allowed for in the base budget.

5. Background

5.1 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 carries out a review of their effectiveness and identifies any changes or improvements that would enhance its performance.

5.2 Members of the Audit Committee at its meeting on the 12 March 2008 conducted an initial self-assessment of the effectiveness of the Committee. The Section 151 Officer and the Audit Service Manager have completed a review of the initial self-assessment questionnaire for members to consider, discuss and amend as they require.

5.3 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**.

5.4 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.

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.

Cabinet Member (Portfolio Holder)

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

Local Member n/a

Appendices Draft Self-Assessment Checklist