

Audit Committee Self-Assessment Checklist	14 March 2018
Audit Committee - FOR DECISION	

Linkage to Council Strategy (2015-19)	
Strategic Theme	Leader and Champion
Outcome	Establish key relationships with Government, agencies and potential strategic partners
Lead Officer	Director of Corporate Services
Cost: (If applicable)	Nil

1. Purpose of Report

Seek committee approval to carry out an assessment of the Audit Committee by completing the Self- Assessment Checklist.

2. Background

The purpose of an audit committee is to provide to those charged with governance independent assurance on the adequacy of the risk management framework, the internal control environment and the integrity of the financial reporting and annual governance processes. By overseeing internal and external audit it makes an important contribution to ensuring that effective assurance arrangements are in place. (CIPFA Guide on Audit Committees in Local Authorities)

As a key component of an organisation's governance arrangements, the audit committee has the potential to be a valuable resource to the whole authority. Where they operate effectively, audit committees add value to their authorities by supporting improvement across a range of objectives.

A regular self-assessment can be used to support the planning of the audit committee work programme and improve the effectiveness of the committee.

CIPFA have developed an Audit Committee Self-Assessment checklist as part of their Guide on Audit Committees in Local Authorities. It contains a list of 20 questions covering membership, terms of reference, internal audit, external audit, meetings, training and administration.

While completion of the CIPFA Self-Assessment Checklist is not a requirement, it is included as a tool within the CIPFA guidance and hence the checklist represents good practice with regard to Audit Committees and the standards to which the Council should aspire. Moreover, it is important that the effectiveness of the Audit Committee is periodically reviewed.

It is proposed that all Audit Committee Members (including the Independent Member) carry out an assessment of the Audit Committee by completing the Self- Assessment Checklist and returning it to Catriona Mc Hugh, Moore Stephens (cmchugh@msca.co.uk) by the end of May 2018. Internal Audit will collate and summarise the results and present a summary report of the key findings, with recommendations (if applicable) at a future meeting of the Audit Committee.

It is recommendation - that all Audit Committee Members (including the Independent Member) carry out an assessment of the Audit Committee by completing the Self- Assessment Checklist and returning it to Catriona Mc Hugh by the end of May 2018