



Derby City Council

**Audit and Accounts Committee
13 February 2018**

Report of the Chair of Audit and Accounts
Committee

ITEM 6

Effectiveness of the Audit & Accounts Committee – Self Assessment Questionnaire

SUMMARY

- 1.1 This report proposes that members complete the self-assessment questionnaire and that the findings and any required actions are brought to the meeting of this Committee on 20 March 2018 for consideration.

RECOMMENDATIONS

- 2.1 To request that all members of the Committee complete the self-assessment questionnaire and return them to the Committee's Democratic Services Officer by 28 February 2018.
- 2.2. To receive a report at the 20 March 2018 meeting of the Committee on the outcome of the self-assessment and any actions that are required to address areas identified which require improvement.

REASONS FOR RECOMMENDATIONS

- 3.1 The Committee is a key element of the Council's governance framework and it needs to demonstrate a high level of effectiveness in how it carries out its core business.

SUPPORTING INFORMATION

- 4.1 A well-functioning Audit Committee is regarded as key to helping its organisation to achieve good corporate governance.
- 4.2 The Committee last completed a self-assessment in to its effectiveness in 2014. This involved a sub panel of 3 Committee members and the then Head of Governance & Assurance completing an Audit Committee effectiveness questionnaire produced by Chartered Institute of Public Finance & Accountancy and providing an action plan to address those areas identified where perceived enhancements could be made to its effectiveness.

- 4.3 At its meeting on 22 March 2017, Committee agreed to use a questionnaire developed by the then Head of Governance & Assurance (attached at Appendix 2) which drew on existing Audit Committee self –assessment checklists produced by the National Audit Office and the Chartered Institute of Public Finance & Accountancy. .
- 4.4 The intention was that all the members would complete the questionnaire and the responses would be collated and a report presented to the July 2017 meeting of the Committee. However, significant changes were made to the composition of the Committee membership for the 2017/18 Municipal Year and the self-assessment exercise was postponed.
- 4.5 I now believe that the time is right to complete the self-assessment questionnaire. Members of the Committee should by now have a good understanding of the roles and responsibilities of the Committee and be well placed to provide an assessment of the Committee’s effectiveness.
- 4.6 My proposal is that each member of the Committee should complete the self-assessment questionnaire and return it to the Committee’s Democratic Services Officer by 28 February 2018. The responses will be reviewed and any improvements identified. The results of the self-assessment will be brought to the meeting of this Committee on 20 March 2018 for review and endorsement by Members.

OTHER OPTIONS CONSIDERED

- 5.1 None.

This report has been approved by the following officers:

Legal officer	n/a
Financial officer	n/a
Human Resources officer	n/a
Estates/Property officer	n/a
Service Director(s)	n/a
Other(s)	n/a

For more information contact:	Richard Boneham, Head of Audit Partnership, 01332 643280 richard.boneham@derby.gov.uk
Background papers:	None
List of appendices:	Appendix 1 – Implications Appendix 2 – Self Assessment Template

IMPLICATIONS

Financial and Value for Money

- 1.1 None arising from this report

Legal

- 2.1 None arising from this report

Personnel

- 3.1 None arising from this report

IT

- 4.1 None arising from this report

Equalities Impact

- 5.1 None arising from this report

Health and Safety

- 6.1 None arising from this report

Environmental Sustainability

- 7.1 None arising from this report

Property and Asset Management

- 8.1 None arising from this report

Risk Management and Safeguarding

- 9.1 None arising from this report

Corporate objectives and priorities for change

- 10.1 The Audit and Accounts Committee is a major component of effective governance.