

Self-assessment of Good Practice – Actions Required

	Good Practice Questions	Partly	No	Comments	Action to be taken
Audit committee purpose and governance					
6	Are the arrangements to hold the committee to account for its performance operating satisfactorily?		x	Feedback from this process will confirm performance levels	In addition to the Committee completing the self-assessment, the views of Internal Audit, External Audit, the PCC, CC and Ch Ex will be sought
Functions of the committee					
7	Do the committee's terms of reference explicitly address all the core areas identified in CIPFA's Position Statement? - supporting the ethical framework		x	Separate Ethics Committee	Whilst the minutes of the Ethics Panel are not public, the minutes of the meetings could, if members wish, be placed in the secure section of the website.
9	Has the audit committee considered the wider areas identified in CIPFA's Position Statement and whether it would be appropriate for the committee to undertake them?		x	The Committee business is at present is concerned solely with Audit, although scope for additional areas has not been discounted	
Membership and support					
12	Has an effective audit committee structure and composition of the committee been selected? This should include: <ul style="list-style-type: none"> - separation from the executive - an appropriate mix of knowledge and skills among the membership - a size of committee that is not unwieldy - where independent members are used, that they have been appointed using an appropriate process. 	x		The present Audit Committee were co-opted from the Fire Authority on bloc having undergone the F.A. appointment process	

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15	Are arrangements in place to support the committee with briefings and training?		x		Treasury Management Training provided and CIPFA Seminar attendance - Ongoing	A training plan can be compiled following this exercise.
16	Has the membership of the committee been assessed against the core knowledge and skills framework and found to be satisfactory?		x		Self-assessment will assist in development requirements	
Effectiveness of the Committee						
19	Has the committee obtained feedback on its performance from those interacting with the committee or relying on its work?			x	The introduction of an annual appraisal system would assist	As indicated above, the views of Internal Audit, External Audit, the PCC, CC and Ch Ex will be sought on the Committee's performance
21	Does the committee engage with a wide range of leaders and managers, including discussion of audit findings, risks and action plans with the responsible officers?			x	A wider engagement with Senior officers would be beneficial. Latterly this requirement has improved.	
23	Has the committee evaluated whether and how it is adding value to the organisation?		x		Too early to evaluate. An annual appraisal will assist	
24	Does the committee have an action plan to improve any areas of weakness?		x		Training requirements and assessment of performance will improve the effectiveness of the Committee	