

APPENDIX A

Rutland County Council Audit Committee Effectiveness

Self-Assessment Results

This assessment has been based upon the CIPFA 2013 Position Statement: Audit Committees in Local Authorities.

The questionnaire was issued to all five members of the Audit and Risk Committee in February 2016. Completed questionnaires have been returned by all five current members of the Committee and the responses given are summarised in the following table.

	Self-Assessment Questions	Yes	Partly	No	No response
Audit committee purpose and governance					
1	Does the authority have a dedicated audit committee?	5			
2	Does the audit committee report directly to Full Council?	3	1		1
3	Do the Terms of Reference clearly set out the purpose of the committee in accordance with CIPFA's position statement?	3	1		1
4	Is the role and purpose of the audit committee understood and accepted across the authority?	1	3	1	
5	Does the audit committee provide support to the authority in meeting the requirements of good governance?	5			
6	Are arrangements to hold the committee to account for its performance operating satisfactorily?		3	1	1
Functions of the committee					
7	Do the committee's terms of reference explicitly address the following:				
	• Good governance	2	2		1
	• Assurance Framework	4			1
	• Internal Audit	4			1
	• External Audit	4			1
	• Financial reporting	3		1	1
	• Risk management	3	1		1
	• Value for money and best value	2	1	1	1
	• Counter fraud and corruption	3		1	1
8	Is an annual evaluation undertaken to assess whether the committee is fulfilling its terms of reference and that adequate consideration has been given to all core areas?	1	2	1	1
9	Where coverage of core areas has been found to be limited, are plans in place to address this?	1	2	1	1

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	Self-Assessment Questions	Yes	Partly	No	No response
10	<p>Has the audit committee considered the 'wider areas' identified in the CIPFA Position Statement (as outlined below) and whether it would be appropriate for the committee to undertake them?</p> <p>Wider areas identified:</p> <ul style="list-style-type: none"> • Considering governance, risk or control matters at the request of other committees or statutory officers. • Working with local standards committees to support ethical values and reviewing the arrangements to achieve those values. • Reviewing and monitoring treasury management arrangements in accordance with the CIPFA Treasury Management Code of Practice. • Providing oversight of other public reports, such as the annual report. 	1	2	2	
11	Has the committee maintained its non-advisory role by not taking any decision making powers that are not in line with its core purpose?	5			
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 	5			
	<ul style="list-style-type: none"> • An appropriate mix of knowledge and skills among the membership 	4	1		
	<ul style="list-style-type: none"> • Where independent members are used, that they have been appointed using an appropriate process 				
13	Does the Chair of the committee have appropriate knowledge and skills?	4			1
14	Are arrangements in place to support the committee with briefings and training?	4	1		
15	Has the membership of the committee been assessed against the core knowledge and skills framework and found to be satisfactory?		1	3	1
16	Does the committee have good working relations with key people and organisations, including internal audit, external audit and the chief financial officer?	5			
17	Is adequate secretariat and administrative	5			

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	Self-Assessment Questions	Yes	Partly	No	No response
	support to the committee provided?				
Effectiveness of the committee					
18	Has the committee obtained feedback on its performance from those interacting with the committee and relying on its work?		1	4	
19	Has the committee evaluated whether and how it is adding value to the organisation?		1	4	
20	Does the committee have an action plan to address any weaknesses?		2	3	