

**Bolsover District Council**

**Meeting of the Audit and Corporate Overview Scrutiny Committee  
on 26<sup>th</sup> April 2022**

**COMMITTEE SELF-ASSESSMENT ACTION PLAN**

**Report of the Assistant Director of Finance and Resources**

<b>Classification</b>	This report is public
<b>Report By</b>	Assistant Director of Finance and Resources
<b>Contact Officer</b>	Assistant Director of Finance and Resources Theresa Fletcher 01246 242548 theresa.fletcher@bolsover.gov.uk

**PURPOSE/SUMMARY OF REPORT**

To present for members' attention the action plan arising from the self-assessment, undertaken by the Audit and Corporate Overview Scrutiny Committee on 15<sup>th</sup> February 2022. The committee utilised CIPFA's self-assessment of good practice that is included within the CIPFA document 'Audit Committees Practical Guidance for Local Authorities and Police 2018 Edition'.

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**REPORT DETAILS**

**1. Background**

- 1.1 The purpose of an Audit Committee is to provide 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.
- 1.2 The completion by members of the Audit and Corporate Overview Scrutiny Committee, of the self-assessment included in CIPFA's document 'Audit Committees Practical Guidance for Local Authorities and Police 2018 Edition' is aimed at helping the Committee comply with best practice and to achieve its purpose.
- 1.3 At the meeting of the committee on the 15<sup>th</sup> February 2022, members reviewed their compliance against the CIPFA template and whilst many examples of good practice were noted, a number of areas for improvement were also identified. The action plan at **Appendix 1** identifies the areas for improvement, the actions required, who by and a target date for completion.

1.4 The majority of the issues identified can be addressed by 2 main actions:

- The production of an annual report to Council detailing the work of the Audit and Corporate Overview Scrutiny Committee and its achievements;
- The identification of any potential skill gaps that can be addressed by training. **Appendix 2** – audit committee members – knowledge and skills framework is an extract from the audit committee guidance document.

## 2. **Reasons for Recommendation**

2.1 The approval and implementation of a self-assessment action plan will help to ensure that the Committee complies with best practice and is fully effective.

## 3 **Alternative Options and Reasons for Rejection**

3.1 None.

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## **RECOMMENDATION(S)**

1. That members review and approve the self-assessment action plan.
2. That progress against the action plan be reported back to the Committee periodically at its meetings during 2023.
3. That members review the Audit Committee members – knowledge and skills framework at Appendix 2 and report back to a future meeting any perceived skills shortages of the Committee as a whole.
4. That a further self-assessment be undertaken at the end of the calendar year.

Approved by the Portfolio Holder - Cllr Clive Moesby, Executive Member for Finance

### **IMPLICATIONS:**

**Finance and Risk:**            Yes             No

**Details:**

The implementation of the action plan will ensure that the Committee operates in accordance with best practice. This in turn will ensure that the purpose of the Committee is met and that 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 is provided.

On behalf of the Section 151 Officer

**Legal (including Data Protection):**            Yes             No

**Details:**

There are no legal or data protection issues arising directly from this report.

On behalf of the Solicitor to the Council

**Staffing:** Yes  No

**Details:**

There are no human resource issues arising directly out of this report.

On behalf of the Head of Paid Service

## DECISION INFORMATION

<b>Is the decision a Key Decision?</b> A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:  <b>Revenue - £75,000</b> <input type="checkbox"/> <b>Capital - £150,000</b> <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
<b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)	No

<b>District Wards Significantly Affected</b>	None
<b>Consultation:</b> <b>Leader / Deputy Leader</b> <input type="checkbox"/> <b>Executive</b> <input type="checkbox"/> <b>SLT</b> <input type="checkbox"/> <b>Relevant Service Manager</b> <input type="checkbox"/> <b>Members</b> <input type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/>	<b>Details:</b>  Chair of Committee Portfolio Holder for Finance

**Links to Council Ambition: Customers, Economy and Environment.**

## DOCUMENT INFORMATION

Appendix No	Title
1	Audit and Corporate Overview Scrutiny Committee Self-Assessment Action Plan February 2022
2	Audit committee members – knowledge and skills framework

## Background Papers

*(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).*

None

