

Bolsover District Council

Audit Committee

28th January 2020

Audit Committee Self – Assessment Action Plan

Report of the Chair of the Audit Committee

This report is public

Purpose of the Report

- To present for members' attention the action plan arising from a self – assessment undertaken by the Audit Committee utilising 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".

1 Report Details

- 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 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 Audit Committee meeting on the 28th November 2019 Members reviewed their compliance against the CIPFA self – assessment 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 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 Conclusions and Reasons for Recommendation

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

3 Consultation and Equality Impact

- 3.1 None.

4 Alternative Options and Reasons for Rejection

- 4.1 None.

5 Implications

5.1 Finance and Risk Implications

- 5.1.1 The implementation of the action plan will ensure that the Audit Committee operates in accordance with best practice. This in turn will ensure that the purpose of the audit 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.

5.2 Legal Implications including Data Protection

- 5.2.1 None arising from this report.

5.3 Human Resources Implications

- 5.3.1 None arising from this report.

6 Recommendations

- 6.1 That Members review and approve the self- assessment action plan.
- 6.2 That progress against the action plan be reported back to the Committee at its meeting in May 2020.
- 6.3 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.
- 6.4 That a further self – assessment be undertaken at the end of the calendar year.

7 Decision Information

<p>Is the decision a Key Decision? 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: <i>BDC: Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC: Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	No
<p>Has the portfolio holder been informed</p>	N/A
<p>District Wards Affected</p>	All
<p>Links to Corporate Plan priorities or Policy Framework</p>	All

8 Document Information

Appendix No	Title
Appendix 1	Audit Committee Self – Assessment Action Plan January 2020
Appendix 2	Audit Committee Members’ Knowledge and Skills Framework
<p>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 Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)</p>	
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