

<b>Report to:</b>	Audit and Governance Committee	<b>Date of Meeting:</b>	Wednesday 20 March 2024
<b>Subject:</b>	Audit and Governance Committee Self-Assessment 2023/2024		
<b>Report of:</b>	Executive Director of Corporate Resources and Customer Services	<b>Wards Affected:</b>	(All Wards);
<b>Portfolio:</b>	Regulatory, Compliance and Corporate Services		
<b>Is this a Key Decision:</b>	No	<b>Included in Forward Plan:</b>	No
<b>Exempt / Confidential Report:</b>	No		

### Summary:

The Chartered Institute of Public Finance and Accountancy (CIPFA) emphasises the importance of local authority audit committees undertaking a self-assessment exercise to help provide assurance that the committee is soundly based and has in place a knowledgeable membership.

A regular self-assessment can be used to support the planning of the audit committee work programme and training plans. It will also inform the annual report.

Appendix 1 to this report sets out the Self-Assessment exercise undertaken by Audit and Governance Committee Members in consultation with officers from Democratic Services at an informal Audit and Governance Committee Member meeting held on 5 March 2024 via Microsoft Teams.

### Recommendation(s):

The Audit and Governance Committee is requested to:

- (1) Examine the Self-Assessment document completed by Members and Officers on 5 March 2024, shown at Appendix 1 to the report and suggest any amendments as required.
- (2) Subject to any amendments referred to in (1) above, agree that the Self-Assessment document is a correct reflection of the view of Audit and Governance Committee.
- (3) Agree that the Audit and Governance Committee will continue to undertake a Self-Assessment exercise on an annual basis.
- (4) Note that the Self-Assessment exercise will support the planning of the Audit and

Governance Committee Work Programme and Training Programme and inform the Annual Report.

**Reasons for the Recommendation(s):**

In accordance with good practice set out by CIPFA, a self-assessment exercise provides a key process for the development of an effective audit committee.

**Alternative Options Considered and Rejected:** (including any Risk Implications)

To not conduct a self-assessment would lessen the Committee's ability to identify good practice for the achievement of an effective Audit and Governance Committee.

**What will it cost and how will it be financed?**

**(A) Revenue Costs**

None

**(B) Capital Costs**

None

**Implications of the Proposals:**

<b>Resource Implications (Financial, IT, Staffing and Assets):</b>	
None	
<b>Legal Implications:</b>	
None	
<b>Equality Implications:</b>	
There are no equality implications.	
<b>Impact on Children and Young People:</b> No	
<b>Climate Emergency Implications:</b>	
The recommendations within this report will	
Have a positive impact	No
Have a neutral impact	Yes
Have a negative impact	No
The Author has undertaken the Climate Emergency training for report authors	Yes

**Contribution to the Council's Core Purpose:**

<b>Protect the most vulnerable:</b>  Not applicable
<b>Facilitate confident and resilient communities:</b>  Not applicable
<b>Commission, broker and provide core services:</b>  Completion of the Self-Assessment will help the Audit and Governance Committee identify strengths and weaknesses to enable effective scrutiny and decision making by the Committee and thereby support effective core services
<b>Place – leadership and influencer:</b>  Completion of the Self-Assessment will help the Audit and Governance Committee identify strengths and weaknesses to enable effective scrutiny and decision making by the Committee
<b>Drivers of change and reform:</b>  Completion of the Self-Assessment will help the Audit and Governance Committee identify strengths and weaknesses to enable effective decision making which will help drive change and reform
<b>Facilitate sustainable economic prosperity:</b>  Not applicable
<b>Greater income for social investment:</b>  Not applicable
<b>Cleaner Greener:</b>  Not applicable

**What consultations have taken place on the proposals and when?**

**(A) Internal Consultations**

The Executive Director of Corporate Resources and Customer Services (FD7605/24) and the Chief Legal and Democratic Officer (LD5705/24) have been consulted and any comments have been incorporated into the report.

**(B) External Consultations**

None

### **Implementation Date for the Decision**

Immediately following the Committee meeting.

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### **Appendices:**

Appendix 1 – Audit and Governance Self-Assessment 2023/24

### **Background Papers:**

CIPFA – Practical Guidance for Local Authorities and Police 2022 edition – can be viewed at the following link: [Audit Committee Practical Guidance 2022](#)

## **1. Introduction / Background**

1.1 The Self-Assessment provides a high-level review that incorporates the key principles set out in the Chartered Institute of Public Finance and Accountancy's (CIPFA) Position Statement and the publication (Practical Guidance for Local Authorities and Police, CIPFA, 2022)

1.2 CIPFA states:

“Where an audit committee has a high degree of performance against the good practice principles, then it is an indicator that the committee is soundly based and has in place a knowledgeable membership. These are the essential factors in developing an effective audit committee”.

## **2. Self-Assessment Exercise**

2.1 On 5 March 2024 Audit and Governance Committee members attended an informal meeting on Microsoft Teams and conducted a Self-Assessment exercise in consultation with officers from Democratic Services.

2.2 The Self-Assessment Document, incorporating Members' comments and suggestions is attached at Appendix 1 to this report.

## **3. Conclusion**

3.1 The self-assessment exercise will be undertaken on an annual basis and used to support the planning of:

- the Audit and Governance Committee Work Programme;

- the Training Programme; and
- inform the Audit and Governance Committee Annual Report