



**REPORT of
DIRECTOR OF STRATEGY AND RESOURCES**

**to
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE
7 MARCH 2024**

COMMITTEE SELF ASSESMENT REVIEW

1. PURPOSE OF THE REPORT

- 1.1 To review self-assessment options for the Committee, as suggested by the finance peer review.

2. RECOMMENDATIONS

- (i) That the Performance, Governance and Audit Committee complete and report a self-assessment using a tool such as referenced in paragraph 3.5 of this report;
- (ii) That Members are appointed to complete this activity, or it is confirmed the assessment should take place at a Performance, Governance and Audit Working Group meeting.

3. SUMMARY OF KEY ISSUES

- 3.1 The finance peer review was considered by the Council on 13 July 2023 (Minute No. 162 refers) and the Council delegated to the Finance Working Group approval of the detailed action plan.
- 3.2 At the Finance Working Group meeting on 10 November 2023, several actions were referred to the Performance, Governance and Audit (PGA) Working Group.
- 3.3 Item 16 of the action plan stated that 'Whilst the Performance, Governance and Audit Committee is working well there has been no independently reviewed self-assessment of the Performance, Governance and Audit Committee recently. This needs to happen every 5 years and is something the council has to consider organising soonest to provide extra reassurance'.
- 3.4 The response to this recommendation was that 'Whilst there is no statutory requirement to carry out an independent self-assessment it is accepted that it is best practice to carry this at regular intervals. Given the PGA Committee has only recently been appointed following the elections in May 2023, it is felt a self-assessment would best be carried out during 2024 / 25 once Members have been inducted and understand their role within the Committee more fully'.
- 3.5 The PGA Working Group reviewed this information in a January 2024 meeting and agreed to bring the matter back to Committee.

- 3.6 There are tools for completing a self-assessment and an example for committee review and consideration is the KPMG version [Audit Committee Assessment Tool \(kpmg.com\)](https://www.kpmg.com).

4. CONCLUSION

- 4.1 The finance peer review recommended and therefore it is brought forward to PGA Committee Members, to complete a self-assessment tool to report back, which can be reviewed independently.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2023 - 2027

5.1 Smarter finances

- 5.1.1 A good function of audit committee can help ensure challenge and support smarter finances.

5.2 Provide good quality services

- 5.2.1 A good function of audit committee can help ensure challenge and support delivery of good quality services.

6. IMPLICATIONS

- (i) **Impact on Customers** – None.
- (ii) **Impact on Equalities** – The review may help inform how representative the committee is.
- (iii) **Impact on Risk (including Fraud implications)** – Understanding areas of strength and for improvement in the committee could help improve the way we manage corporate risks.
- (iv) **Impact on Resources (financial)** – None.
- (v) **Impact on Resources (human)** – Small cost of member and officer time to support self-assessment review.

Background Papers: None.

Enquiries to:

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