



REPORT of PERFORMANCE, GOVERNANCE AND AUDIT WORKING GROUP

**to
PERFORMANCE GOVERNANCE AND AUDIT COMMITTEE
18 JUNE 2024**

AUDIT COMMITTEE SELF-ASSESSMENT

1. PURPOSE OF THE REPORT

- 1.1 To receive and endorse the audit committee self-assessment that has been completed by the Performance, Governance and Audit Working Group (the Working Group).

2. RECOMMENDATIONS

- (i) That the Audit Committee Self-Assessment that has been completed by the Performance, Governance and Audit Working Group (**APPENDIX 1**) be endorsed;
- (ii) That actions arising out of the self-assessment, highlighted in section 3.4 be agreed, or that the Committee agrees any additional actions or amendments to these.
- (iii) That a self-assessment review is completed every three years.

3. SUMMARY OF KEY ISSUES

- 3.1 Following the Finance Peer Review in July 2023 there was a recommendation that the Performance, Governance and Audit (PGA) Committee should complete a self-assessment at least every five years.
- 3.2 In March 2024, following review and recommendation by the Working Group of an example self-assessment tool, it was agreed by the PGA Committee to complete a self-assessment, and this was delegated to the Working Group.
- 3.3 The Working Group met several times during April and May 2024 to complete the review, and the self-assessment which has been put together as a result of this work is attached at **APPENDIX 1** to this report.
- 3.4 From the self-assessment work, the following actions were suggested:
- Conduct a survey of Committee Members to understand expertise available;
 - Training for all Maldon District Council Members on the audit cycle and process;
 - Officers to advise how they might help with handover / succession planning;
 - Chairperson of the PGA Committee to be involved in internal audit planning discussions with officers.

- 3.5 The Committee is requested to endorse the self-assessment to complete the Committee review.
- 3.6 To be ahead of the guidance highlighted in the Local Government Association (LGA) Finance Peer Review, that *a self – assessment should be completed every five years*, it is also suggested that this activity is programmed every three years, which would next be due to take place in the 2027 / 28 municipal year.

4. CONCLUSION

- 4.1 The Committee self-assessment draft (**APPENDIX 1**) is provided for endorsement by the PGA Committee.

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

5.1 Smarter finances

- 5.1.1 Ensuring a good quality audit function helps to contribute to value for money and smart finance delivery.

6. IMPLICATIONS

- (i) **Impact on Customers** – Self-reflection and openness about areas of strengths and weakness help us to hold ourselves accountable publicly.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk (including Fraud implications)** – Ensuring a good quality audit function helps to minimise risk to the authority. Suggestions / areas of development highlighted in the assessment can be improved to further contribute to robust risk management.
- (iv) **Impact on Resources (financial)** – Good audit function supports quality resource decision making.
- (v) **Impact on Resources (human)** – Good audit function supports quality resource decision making.

Background Papers: None.

Enquiries to:

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