

Audit and Risk Committee Self-Assessment

Question	Answer	Comment
Q1 Do you understand and agree with the functions of the Audit and Risk Committee (Committee) as detailed in the Committee's Terms of Reference	4x Yes	Nil
Q2 <i>Does the Committee collectively have sufficient skills, experience, time, and resources to undertake its duties?</i>	3x Yes	<ul style="list-style-type: none"> Rarely does more than note reports It will be important to ensure continuity of the committee and that the new chairman has exposure/experience in local government audit committees.
Q3 Does the Committee work constructively as a team and work well with others attending the meetings?	4x Yes	<ul style="list-style-type: none"> Note that one member (an EM) has been absent for several meetings - unable to really comment on that person as a result.
Q4 Does the relationship between Committee Members strike the right balance between challenge and mutuality?	4x Yes	<ul style="list-style-type: none"> Never seen challenge only regular requests to improve reporting. Everyone has the opportunity to present their views and ask questions.
Q5 Do the meetings arrangements enhance the Committee's effectiveness (eg frequency, timing, duration, venue and format) to allow sufficient time for the discussion of the agenda items?	2x Yes 1x Usually 1xNo	<ul style="list-style-type: none"> Sometimes very large number of pages Sometimes the meeting is very full - earlier items can absorb more time than the latter as a result but this is not a common problem. Insufficient time and scant discussion of complex documentation

Audit and Risk Self Assessment Report

Question	Answer	Comment
		<ul style="list-style-type: none"> There are times when meetings run hard to time but that is to be expected. Frequency is adequate however at times some issues/items appear to go to Council first and Audit Committee seems to simply be a "rubber stamp".
Q6 Are the reports for each meeting sufficiently comprehensive and yet understandable for you to make informed decisions?	1x Yes 2 x No 1x needs improvement	<ul style="list-style-type: none"> Can perhaps benefit from more focused discussion and analysis to enhance the value of the ARC in the decision-making process as per recent feedback (last few months). Often incomprehensible Too much paper. Too much detail. What goes to Council and/or the public does not need to be the same a coming to audit committee. Quarterly business plan updates are a key example and hopefully the proposed dashboard report considerably reduces the length and detail (sometimes unnecessary) of the report.
Q7 Are the presentations presented in an interesting and help way to inform members about various issues?	3x Yes 1xNo	<ul style="list-style-type: none"> Too many power point and graphics too little information (often typos as in this question)
Q8 Are effective minutes prepared, distributed and followed up?	4x Yes	<ul style="list-style-type: none"> Good job Anita

Audit and Risk Self Assessment Report

Question	Answer	Comment
Q9 Do you believe the Committee is efficient and effective?	3x Yes 1 x Usually	<ul style="list-style-type: none"> Efficient but not particularly effective
Q10 Do staff and members conduct themselves in accordance with high standards of the Behavioural Standards?	4x Yes	
Q11 Does the Presiding Member prepare for and conduct meetings appropriately?	4x Yes	
Q12 Do the members of the Committee prepare for meetings appropriately?	4x Yes	<ul style="list-style-type: none"> Papers read, good questions from all members and constructive contributions.
Q13 Does the Committee assure itself that the Executive takes responsibility for risk identification and control, and gives formal assurance through reporting that key risks are being adequately managed?	1xMosty	<ul style="list-style-type: none"> Would like more on Risk. In parts We could do with more focus on risk reports and possible updates on high risk items including legal action
Q14 Is the Committee satisfied that there is an effective program in place to ensure that risk management becomes an integral part of the way in which Council conducts business?	1x Mostly 1xYes	<ul style="list-style-type: none"> Effective - but can be improved of course - this is always a work in progress. lots of external reports but no clarity about impact, management or follow up
Q15 Are the internal audit findings and recommendations responded to in a timely and appropriate manner?	1x Mostly 1 x Yes	<ul style="list-style-type: none"> Would benefit from a refresh from time to time - some can stay in a state of progress for some time and situation changes so it's always good to revisit these. High risk items seem to be attended to within a reasonable timeframe but sometimes reasons

Audit and Risk Self Assessment Report

Question	Answer	Comment
		for extending self imposed deadlines not quite so clear
Q16 Does the Committee review and discuss the external auditor's management letter?	4x Yes	
Q17 Is the Committee effective in reviewing and monitoring the relationship with the external auditor	4 x Yes	
Q18 Is the Committee effective in managing and monitoring the relationship with the internal auditor?	3 x Yes	<ul style="list-style-type: none"> • Not aware of this issue
Q19 Do you have any suggestions for improving any aspect of the Committee's performance, role, or function?	No	<ul style="list-style-type: none"> • I think the decision to shrink back to 5 members will address what was possibly going to be a challenging quorum issue now that there are 4 IMs - that was my main concern. • More interventionist, more forensic • High risk items seem to be attended to within a reasonable timeframe but sometimes reasons for extending self-imposed deadlines not quite so clear
Please identify any areas you would like training and/or presentations on during the coming year		<ul style="list-style-type: none"> • Nothing • I wonder about a discussion/workshop about the ARC with all of the EMs (ie full council) we did that a couple of years ago and it was very useful I think. • No thank you