



# SYMCA Audit, Standards & Risk Committee Annual Effectiveness Survey

The Chartered Institute for Public Finance and Accountancy (CIPFA), Financial Reporting Council (FRC) and the National Audit Office (NAO) state, and recommend, that audit committees should annually review their own effectiveness.

The Audit, Standards and Risk Committee agreed that a structured questionnaire seeking feedback on the effectiveness of the Committee would be prepared and the findings used to highlight any areas where development or improvement is required. This information will be shared with Committee members in report form at the March meeting and will be reflected in the Chair's Annual Report to the MCA Board in June.

## Skills and Knowledge

This section aims to gather information to evaluate the skills and knowledge of the Committee and to identify any development requirements.

1. How would you rate your own understanding of the role and responsibilities of the SYMCA Audit, Standards and Risk Committee?



2. On a scale of 1 to 10 (1 being ineffective and 10 being highly effective) how would you rate
  - the effectiveness of the Committee in considering and advising on the findings of the **Annual Governance Review** and preparation of the **Annual Governance Statement**?
  - the effectiveness of the Committee in overseeing the effectiveness of **risk management arrangements**?
  - the effectiveness of the Committee in overseeing the effectiveness of the **control environment**?
  - the effectiveness of the Committee in overseeing **anti-fraud and anti-corruption arrangements**?
  - the effectiveness of the Committee in overseeing and reviewing the **internal audit strategy and plan**?
  - the effectiveness of the Committee in scrutinising the **Treasury Management Strategy**?
  - the effectiveness of the Committee in considering and advising on the **Code of Corporate Governance**?
  - the effectiveness of the Committee in considering and recommending the **Statement of Accounts** to the MCA Board?
3. How satisfied are you that the Committee possess the wider skills necessary to be fully effective, for example, in relation to the core business of the organisation, the wider political landscape and other strategically relevant issues?
  - Satisfied
  - Somewhat satisfied

- Neither satisfied nor dissatisfied
  - Somewhat dissatisfied
  - Very dissatisfied
4. If you have indicated that you are less than satisfied with the wider skills set of the Committee. Could you provide more detail please?
  5. To further enhance your contribution to the work of the Committee, in which areas would you be interested in developing your knowledge? (Please choose more than one if appropriate)
    - Code of Corporate Governance/Annual Governance Review/Annual Governance Statement
    - Risk Management
    - Control Environment
    - Anti-fraud and anti-corruption
    - Treasury Management and MCA budgets
    - Statement of Accounts
    - MCA Assurance Processes
    - MCA Strategies and Plans
    - Other
  6. How could new members be supported better when joining the Committee?

## Relationships

This section aims to evaluate the effectiveness of relationships between members, between members and MCA Executive officers, and between members and the MCA Board and Mayor.

7. How effective would you say your relationship and communication is with other Committee members?
  - Effective
  - Somewhat effective
  - Neither effective nor ineffective
  - Somewhat ineffective
  - Very ineffective
8. If you have indicated that you feel your relationship and communication with other Committee members is less than effective. Could you tell us more about this please? How could it be improved?
9. How effective would you say your relationship and communication is with MCA Executive Officers?
  - Effective
  - Somewhat effective
  - Neither effective nor ineffective
  - Somewhat ineffective
  - Very ineffective
10. If you have indicated that you feel that your relationship and communication with MCA Executive Officers is less than effective. Could you tell us more about this please? How could it be improved?

11. How effective would you say the relationship and communication is between the Committee and the MCA Board and Mayor?
- Effective
  - Somewhat effective
  - Neither effective nor ineffective
  - Somewhat ineffective
  - Very ineffective
12. If you have indicated that you feel the relationship and communication between the Committee and the MCA Board and Mayor is less than effective. Could you please tell us more about this please? How could it be improved?

### **Administration and Operational Arrangements**

This section aims to evaluate the effectiveness of the administration and operational arrangements for the Committee.

13. How satisfied are you that Committee papers are concise, relevant, timely and of good quality?



14. How could the information provided to the Committee be improved?
15. How satisfied are you with range and number of MCA Executive officers and other participants attending committee meetings?
- Satisfied
  - Somewhat satisfied
  - Neither satisfied nor dissatisfied
  - Somewhat dissatisfied
  - Very dissatisfied
16. If you have indicated that you are less than satisfied with the range and number of MCA Executive officers and other participants at committee meetings. Could you tell us a little bit more about this please?
17. How satisfied are you that the committee workplan covers the assurance needs of the Committee through a balance of agenda items?
- Satisfied
  - Somewhat satisfied
  - Neither satisfied nor dissatisfied
  - Somewhat dissatisfied
  - Very dissatisfied
18. If you have indicated that you are less than satisfied that the committee workplan covers the assurance needs of the Committee through a balance of agenda items? Could you tell us a little bit more about this please? How can it be improved?

19. To what extent would you agree with the following statement "Committee meetings encourage a high quality of debate with robust and probing discussions"?

- True
- Somewhat true
- Slightly true
- Not true at all

20. If you have indicated that the quality of debate and depth of discussion at committee meetings could be better? Could you say more about why this is, and how it could be improved?

21. Thank you for taking the time to complete this survey. If you have any further comments please feel free to enter them here....