

MEMBER TRAINING

Audit Committee - 10 January 2017

Report of Chief Finance Officer

Status: For Consideration

Key Decision: No

Portfolio Holder Cllr. Scholey

Contact Officer Adrian Rowbotham Ext. 7153

Recommendation to Audit Committee: Members inform officers of details of the training they require.

Introduction and Background

- 1 The Committee requested that officers bring specific proposals for Member Audit Committee training to allow further discussion of training requirements.
- 2 The Audit Committee Chairman and Chief Finance Officer have looked at the options available and concluded that CIPFA provide the most suitable training. CIPFA's training brochure is included at Appendix A.

Training Proposals and Options

- 3 Members are asked to give their views on the following training proposals and options:
- 4 It is proposed that a 3 hour training course is arranged consisting of 4 x 40 minute topics with a 10 minute introduction and 10 minute conclusion.
- 5 Dartford Borough Council have been approached to see if their Audit Board Members would be interested in attending the training. By having Members from two local authorities at the training, there is likely to be greater discussion and challenge.
- 6 The possible topics available from CIPFA are as follows:
 - Case study using a standard internal audit report.
 - Roles and responsibilities.
 - Public Sector Internal Audit Standards (PSIAS).

- Risk management.
 - Corporate governance.
 - Approving the annual accounts.
 - Fraud and corruption.
 - Value for money.
 - Assurance gathering.
 - How effective is the Audit Committee?
- 7 Would Members prefer the training to take place during this municipal year or at the start of the next?
- 8 Would Members prefer the training to take place in the morning, afternoon or evening?
- 9 Where would Members prefer the training to be held, noting that there may also be Dartford Borough Council Members present?

Key Implications

Financial

The cost of the training is estimated to be £950 plus expenses. If the training session is shared with Dartford Borough Council, costs will be shared accordingly. This training will be funded from the Member Training budget.

Legal Implications and Risk Assessment Statement.

There are no legal implications.

Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Appendices

Appendix A - CIPFA Training Brochure:
Developing your Audit Committee

Background Papers:

None

**Adrian Rowbotham
Chief Finance Officer**