

MEMBER DEVELOPMENT PROPOSAL

Audit Committee - 16 October 2018

Report of Audit Manager

Status For decision

Key Decision No

Executive Summary: In their meeting on the 19 July Members of the Audit Committee requested that Officer's present proposals at the next meeting (19 October) on how Committee Members may further enhance their knowledge, expertise and effectiveness through a series of training and development sessions.

This report sets out, in draft, how a Member development programme might look for the Committee. The proposal (appendix A) features a direct link to the Committee's Terms of Reference and key responsibilities.

Members of this Committee are asked to consider the proposal, and through discussion during the meeting, tailor the programme, format and topics to best suit the needs of the Committee.

This report supports the Key Aim of

Portfolio Holder Cllr. John Scholey

Contact Officers Russell Heppleston, Ext. 7053
 Adrian Rowbotham, Ext. 7153

Recommendation to the Audit Committee:

- a) That the programme for Member development (Appendix A) is approved following comments / consideration from the Committee.
 - b) That the Committee agrees the briefing sessions to be delivered over the remaining 2018/19 work plan.
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Reason for recommendation: Proposals for Member development were specifically requested by the Committee. The recommendations therefore support the overall desire of the Committee to continually develop its effectiveness.

Introduction and Background

- 1 All Members, but particularly those members of the Audit Committee, play a key role in ensuring the Council's systems of control, risk management and corporate governance are designed and operating effectively. In order to properly fulfil these responsibilities Members should ensure that their knowledge, expertise and understanding of current practice remains up to date.
- 2 The Committee undertakes a self-assessment each year, which follows [CIPFA's Practical Guidance](#). While the most recent assessment (2017/18) did not highlight any areas of specific weakness, the Committee itself expressed a desire to want to continually develop their knowledge, skills and effectiveness. As such, Officers were requested to bring back proposals on how best to achieve continuous development through the delivery of a series of development sessions. This proposal is attached in Appendix A.

Other Options Considered and/or Rejected

- 3 Until now, the Committee has developed expertise, knowledge and technical ability through experience and through ad-hoc training. While this approach has allowed the Committee to stay abreast of current practice, the Committee itself has recognised the need to improve. As such, we have developed proposals for a new programme rather than considering to stay with the previous approach.

Key Implications

Financial

Briefing sessions can be delivered by an appropriately qualified and experienced individual, who may be an officer of the Council or where budget allows and there is identified need, an external training provider. Any expenditure will be managed in accordance with the Financial Procedures.

Legal Implications and Risk Assessment Statement

There are no legal implications associated with this decision.

The Audit Committee maintains oversight of the Council's risk management processes. Therefore up to date knowledge of risk management practice is necessary to ensure effective oversight and monitoring.

Equality Implications

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.

Conclusion

The Member development proposal (Appendix A) is intended to provide Members with a programme to develop knowledge, expertise and effectiveness, with sufficient coverage and flexibility to be adaptive to assessed development needs and demands of the Committee's work plan.

Appendices

Appendix A - Member Development Proposal

Background Papers

Details of the Audit Committee Terms of Reference are published on the Council's [website](#) and were most recently agreed at the Annual Council meeting on [15 May 2018](#).

The associated action that has generated this proposal is recorded in the Minutes of the meeting of the Audit Committee on the [19 July 2018](#).

Adrian Rowbotham

Chief Finance Officer