

AUDIT BOARD

17 JULY 2019

MEMBER DEVELOPMENT PROPOSAL

1. Summary

- 1.1. This report sets out proposals for the future development of Board Members, as requested by the Board at its last meeting held on 27 March 2019.

2. RECOMMENDATION

2.1. That the programme for Member development (attached as Appendix A to this report) is **approved** following comments / consideration from Board Members

2.2. That Members **select and agree** the briefing sessions to be delivered over the remaining 2019/20 work plan

3. Background and Discussion

All Members, particularly those members of the Audit Board, play a key role in ensuring the Council's systems of control, risk management and corporate governance are well 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.

[Practical guidance](#) is published by the Chartered Institute of Public Finance & Accountancy (CIPFA) setting out not only the functions of the Audit Committee (a role fulfilled by the Audit Board in Dartford) but also the expectation that the knowledge, skills and expertise of its Members should be continually developed and enhanced.

In recognition of the vital role that that Audit Board has, as those 'charged with governance', the Audit Board requested at their meeting on the 27 March 2019 that Officer's present proposals on how to support and enhance their knowledge, expertise and effectiveness through a series of training and development sessions:

ACTION: *That a paper on future training for Board Members be presented to the Board at its next meeting in July 2019, including the role of the External Auditor.*

This report sets out, in draft, how a Member development programme might look for the Audit Board. The proposal (appendix A) features a direct link to the Board's Terms of Reference and recognised good practice as set out by CIPFA.

Members of the Board are asked to consider the proposal, and through discussion during the meeting, tailor the programme, format and topics for delivery over the course of the coming year (2019/20).

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4. Resources

Briefing / training sessions can likely be delivered by appropriately qualified and experienced Officers from within the Council, or supporting third parties (for instance, External Audit). If the necessary expertise is not available internally, then, where budget allows, an external training could be sourced. Any expenditure will be managed in accordance with the Financial Procedures.

5. Relationship to the Corporate Plan

5.1 Not applicable

6. Financial, legal, staffing and other administrative implications and risk assessments

Financial Implications	There are no anticipated financial implications related to this decision. Any expenditure to bring in external training expertise would be managed in accordance with the agreed Financial Procedures.
Legal Implications	There are no legal implications associated with this decision.
Staffing Implications	There are no staffing implications associated with this decision.
Administrative Implications	Administrative support to deliver a programme of development briefings or training would be minimal and managed with existing resources.
Risk Assessment	The Audit Board 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.

7. Details of Exempt Information Category

7.1 Not applicable

8. Appendices

Appendix A – Member Development Proposal

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BACKGROUND PAPERS

<u>Documents consulted</u>	<u>Date</u>	<u>Report Author</u>	<u>Section & Directorate</u>	<u>Exempt Information Category</u>
The associated action that has generated this proposal is recorded in the Minutes of the meeting of the Audit Board on the 27 March 2019 .	24/06/19	Audit Manager 01322 343004	Internal Audit Partnership & Strategic Director (Internal Services)	N/A