

Audit and Governance Committee



Date of meeting:	26 July 2021
Title of Report:	Committee Training Programme
Lead Member:	Councillor John Riley (Cabinet Member for Governance, HR, IT and Community Safety).
Lead Strategic Director:	Giles Perritt (Assistant Chief Executive)
Author:	Andrew Loton (Head of Governance Performance and Risk)
Contact Email:	Andrew.loton@Plymouth.gov.uk
Your Reference:	AGTrain2122
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

The Audit and Governance Committee provides a key source of assurance on the Council's audit and corporate governance arrangements. This report outlines the training to be delivered as part of the development of the Audit and Governance Committee members.

Recommendations and Reasons

- That the Audit and Governance Committee endorses the programme of training being developed.

In order to maximise the effectiveness of the committee, a programme of training has been developed to equip members with essential knowledge to support them in their review and scrutiny of items.

Alternative options considered and rejected

To allow training to be delivered within the broader member development delivery however this was rejected due to the specialist nature of the remit of the Audit and Governance Committee.

Relevance to the Corporate Plan and/or the Plymouth Plan

The Audit and Governance Committee provides a key source of assurance to the council's audit and corporate governance arrangements and so supports how delivery of the priorities in this regard. Furthermore the Council's commitment to 'empowering people to deliver' within the plan supports the desire to equip the committee with the requisite skills and knowledge to deliver its function effectively.

Implications for the Medium Term Financial Plan and Resource Implications:

A budget already exists for member development and training will be delivered within this financial envelop.

Carbon Footprint (Environmental) Implications:

Training will be delivered virtually where possible to reduce the need for travel.

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

** When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.*

All training will be delivered whilst respecting the equalities act. Members undertaking this training will also have access to LGA Equalities and Diversity Training for members. The training proposed will help support the delivery of the corporate Performance and Accountability framework that supports the risk management approach for the Council.

Appendices

**Add rows as required to box below*

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	Committee Training Report							

Background papers:

**Add rows as required to box below*

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

Sign off:

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Originating Senior Leadership Team member: Giles Perritt, Assistant Chief Executive											

Please confirm the Strategic Director(s) has agreed the report? Yes

Date agreed: 14/07/2021

Cabinet Member approval: *[electronic signature (or typed name and statement of 'approved by email/verbally')]*

Date approved: 14/07/2021

APPENDIX A

INTRODUCTION

The Audit and Governance Committee provides a key source of assurance on the Council's audit and corporate governance arrangements. Specifically, the Committee is responsible for the council's internal and external audit activity, risk management, maintaining an effective control environment, treasury management, financial accounts and wider corporate governance and civic matters.

In order to maximise the effectiveness of the committee, a programme of training has been developed to equip members with essential knowledge to support them in their review and scrutiny of items.

AUDIT AND GOVERNANCE TRAINING PROGRAMME

Audit and Governance Committee covers a broad range of complex disciplines from accounts and audit to risk and fraud. To allow members to receive timely training on the subjects important to the committee the programme has been aligned to the agenda timetable and will be delivered in modules. Should any other training needs be identified then these will be added to the programme

The modules being proposed over the course of the next seven months will include:

- Audit Committee and External Audit
- Risk Management and Health and Safety Reporting
- Annual Governance Statement and Statement of Accounts
- Contract Standing Orders/Purchasing
- Treasury Management and Capital Strategy
- Internal Audit
- Fraud/RIPA (Trading Standards)

Local Government Association Member Training Hub.

Members are also able to make use of the LGA training platform. You can access the Hub via the following link: [LGA Training Hub](#). Courses available on the Hub include scrutiny and Equalities and Diversity training and a range of courses designed at equipping Councillors with skills and knowledge needed for a range of roles.