

## WIRRAL COUNCIL

### AUDIT AND RISK MANAGEMENT COMMITTEE

13 MARCH 2012

<b>SUBJECT</b>	<b>MEMBERS TRAINING</b>
<b>WARD/S AFFECTED</b>	<b>ALL</b>
<b>REPORT OF</b>	<b>DIRECTOR OF FINANCE</b>
<b>RESPONSIBLE PORTFOLIO HOLDER</b>	<b>COUNCILLOR TOM HARNEY</b>
<b>KEY DECISION</b>	<b>NO</b>

#### 1.0 EXECUTIVE SUMMARY

1.1. The CIPFA guidance Audit Committees – Practical Guidance for Local Authorities recommends that the Members of an Audit Committee should receive specific training in their role and responsibilities as Members of that Committee. This report recommends suitable training for 2012-13.

#### 2.0 BACKGROUND AND KEY ISSUES

2.1. Since 2006 the training requirements have been comprehensively achieved at minimum cost by appointing one of the Members of the working party who wrote Audit Committees – Practical Guidance for Local Authorities to undertake the training. The course has been supplied over two sessions at a cost of £2,500.

2.2. The Practical Guidance for Local Authorities recommends that induction training should be provided for all Audit Committee Members and cover:-

- the role of the Committee
- the terms of reference
- the time input required of Members
- an overview of Council activities
- the financial and risk environment

2.3. Further regular and specific Audit Committee training should also be provided in:

- financial reporting
- governance
- understanding financial statements
- the regularity framework
- the role of internal and external audit
- the importance of risk management

2.4. The training provided to date has generally been viewed by the Members of the Committee as very useful. Therefore I recommend that the existing trainer, Anna Klonowski, is retained for Members training in 2012-13.

2.5. I recommend that a training session should be arranged for early in the new municipal year before the first scheduled meeting of this Committee in June 2012.

### 3.0 **RELEVANT RISKS**

3.1. If Members do not undertake training then the Council will fail to meet best practice.

### 4.0 **OTHER OPTIONS CONSIDERED**

4.1 No other options were considered.

### 5.0 **CONSULTATION**

5.1 No consultation has been undertaken.

### 6.0 **IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS**

6.1 There are no direct implications arising from this report.

### 7.0 **RESOURCE IMPLICATIONS**

7.1 The cost of Members training can be met from the budget.

### 8.0 **LEGAL IMPLICATIONS**

8.1 There are none arising directly from this report.

### 9.0 **EQUALITIES IMPLICATIONS**

9.1 There are none arising directly from this report.

### 10.0 **CARBON REDUCTION IMPLICATIONS**

10.1 There are none arising directly from this report.

### 11.0 **PLANNING AND COMMUNITY SAFETY IMPLICATIONS**

11.1 There are none arising directly from this report.

### 12.0 **RECOMMENDATION**

12.1. That Members agree a suitable date for the provision of a training course prior to the June meeting of this Committee.

### 13.0 **REASON FOR RECOMMENDATION**

13.1. To agree Members training for 2012-13.

FNCE/43/12

**REPORT AUTHOR:** Ian Coleman  
Director of Finance  
telephone: (0151 666 3056)  
email: iancoleman@wirral.gov.uk

## APPENDICES

None

## REFERENCE MATERIAL

Audit Committees - Practical Guidance for Local Authorities - CIPFA -  
December 2005

## SUBJECT HISTORY

<b>Council Meeting</b>	<b>Date</b>
Members Training	26 September 2011
Members Training	6 June 2011
Audit & Risk Management Committee	28 March 2011
Members Training	14 September 2010
Audit & Risk Management Committee	30 June 2010
Members Training	7 June 2010
Audit & Risk Management Committee	24 March 2010
Audit & Risk Management Committee	25 November 2009
Members Training	29 September 2009
Audit & Risk Management Committee	29 June 2009