

## SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

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**REPORT TO:** Corporate Governance Committee 24 September 2010  
**AUTHOR/S:** Executive Director – Corporate Services / Interim Legal & Democratic Services Manager

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### CORPORATE GOVERNANCE COMMITTEE TRAINING

#### Purpose

1. To ask the Corporate Governance Committee for a steer on what training its members require.
2. This is not a key decision because it is an internal matter for the Committee. Officers require direction from the Committee to set up meaningful training sessions.

#### Recommendations and Reasons

3. That the Corporate Governance Committee formally agree the topics that need to be covered in any subsequent training sessions.

#### Background

4. In the past Internal Audit have provided training for members of the Corporate Governance Committee and officers and external consultants have given training on risk management.

#### Considerations

5. The Constitution states that the Committee is required to
  - (a) Give assurance to the Council that there is a sufficient and systematic review of the corporate governance, risk management and internal control arrangements within the Council.
  - (b) Make recommendations to Council regarding issues of major concern such as:
    - (i) Matters arising from audit reports or management letters
    - (ii) Considering amendments to instruments of financial control, such as Standing Orders in relation to contracts.
  - (c) To consider annually the work performed by external audit.
  - (d) To confirm that the managed audit approach between external audit and internal audit is working with maximum advantage to the Council
  - (e) To receive upon request, presentations on specialist audit areas or other matters of interest.
  - (f) To annually review the Internal Audit's Strategic Audit Plan
  - (g) To consider a quarterly report from Internal Audit, reviewing any major problems the report highlights
  - (h) To consider the draft statement on internal control prior to its inclusion in the statement of accounts.
6. It is suggested that the Committee only consider training sessions arranged by officers or internal audit, as these are the most cost effective way of ensuring relevant training sessions. However, funding exists for training on risk management and

related subjects on the condition that it is given by the company Zurich, who provide the Council's insurance policy.

### Options

7. The Committee can agree to request training on the subjects mentioned in paragraph five.
8. The Committee could agree that training sessions be held as part of their quarterly Committee meetings or as separate sessions.

### Implications

9.	Financial	None if arranged in-house. Charge for arranging outside trainers or for bringing in internal auditors for separate sessions.
	Legal	None
	Staffing	None
	Risk Management	Training on the subjects for which the Committee is responsible will assist the whole corporate governance process, including risk management.
	Equal Opportunities	None
	Climate Change	None

### Consultations

10. Zurich have been contacted to detail what training on risk management and related subjects that they can provide.

### Effect on Strategic Aims

11. Ensuring that the members of the Corporate Governance Committee are well-trained will assist the Committee in ensuring that through effective auditing the authority "demonstrates value for money in the way it works".

### Conclusions / Summary

12. The Committee is invited to ask officers to arrange any additional training on the subjects raised at paragraph 5.

**Background Papers:** the following background papers were used in the preparation of this report:

None

**Contact Officer:** Patrick Adams – Senior Democratic Services Officer  
Telephone: (01954) 713408