

**REPORT TO:** Business Efficiency Board  
**DATE:** 24 September 2014  
**REPORTING OFFICER:** Strategic Director Policy and Resources  
**PORTFOLIO:** Resources  
**SUBJECT:** Board Training and Development  
**WARDS:** N/A

## **1.0 PURPOSE OF THE REPORT**

1.1 The purpose of this report is to seek the Board's view on drawing up a programme of training and development events for Board members.

## **2.0 RECOMMENDATION: It is recommended that:**

- (1) the Board agrees to holding two training and development events before the end of the current calendar year;**
- (2) the Board indicates the topics for those events; and**
- (3) indicates the preferred time of day for such events.**

## **3.0 BACKGROUND**

3.1 The Board has a range of responsibilities delegated to it and contained within the Council's Constitution. Its responsibilities can be broadly broken down into the following five areas:

- Procurement
- Efficiency
- Audit and Fraud
- Governance and Annual Statement of Accounts
- Risk Management

3.2 Over the last couple of years the Board has carried out a significant amount of review/topic work around the Council's procurement processes. It also undertakes an annual training event on the Annual Statement of Accounts. It is therefore suggested that the first two training and development events focus on 'Efficiency' and Risk Management. It is suggested that two separate training events are put on to cover both of those topics. It is suggested that the training events follow the following format:

- 1 An outline of the Board's responsibilities in that area;
- 2 An explanation as to how that is discharged;

3 An outline of the current priorities and how they are being delivered.

3.3 If members are content with these suggestions then arrangements will be made to organise the events. Members' views are sought.

#### **4.0 POLICY IMPLICATIONS**

4.1 There are no policy implications associated with this report.

#### **5.0 OTHER IMPLICATIONS**

5.1 Member training and development opportunities help ensure that members are satisfied that the Board is carrying out its duties effectively.

#### **6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

- **Children and Young People in Halton**
- **Employment, Learning and Skills in Halton**
- **A Healthy Halton**
- **A Safer Halton**
- **Halton's Urban Renewal**

6.1 Sound governance arrangements ensure that the Council is able to focus on its priorities.

#### **7.0 RISK ANALYSIS**

7.1 There are no risks directly associated with this report, although good governance arrangements reduce risk across the breadth of Council activities.

#### **8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 There are no equality and diversity issues associated with this report.

#### **9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

9.1 None.