

Unit Title: Public Sector Boards
Unit Level: Level 2
Unit Credit Value: 2
GLH: 16
LASER Unit Code: WJD453
Ofqual Unit Code: F/504/8634

This unit has 4 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Understand the roles and responsibilities of Public Sector Bodies.	1.1	Explain the roles and responsibilities of a range of Public Sector Bodies.
		1.2	Comment on the effect of lay representation on the Boards of Public Sector Bodies.
2.	Understand the process for the appointment of Board members to a Public Sector Body.	2.1	Explain the appointment process to a Public Sector Board.
		2.2	Describe the key elements of the roles of Board members.
3.	Understand the key functions of a Board meeting.	3.1	Explain the purpose of a Board meeting.
		3.2	Describe the procedures for an effective Board meeting.
		3.3	Outline the key components of a meeting agenda.
		3.4	Outline the key components of a set of minutes for a meeting.
4.	Understand the importance of financial management.	4.1	Explain what financial planning is and why it is important.
		4.2	Explain what financial monitoring is and why it is important.
		4.3	Outline the responsibilities of Board members in relation to financial planning and monitoring.

Assessment Guidance:

NA

Additional Information:

NA
