

## Chorley and South Ribble Council Governance Committee Knowledge and Skills Framework 2023

Question	1 = hardly ever/ poor	2 = occasionally/ inadequate	3 = most of the time/ satisfactory	4 = all of the time/ good	N/A = not applicable	Total number of responses
<p><b>1. Organisational knowledge</b></p> <p>An overview of the governance structures of the authority and decision-making process.</p> <p>Knowledge of the organisational objectives and major functions of the authority.</p>	1	3	5	2	0	11
<p><b>2. Governance Committee role and functions</b></p> <p>An understanding of the committee's role and place within the governance structures. Familiarity with the committee's terms of reference and accountability arrangements.</p> <p>Knowledge of the purpose and role of the Governance Committee.</p>	0	2	6	3	0	11
<p><b>3. Governance</b></p> <p>Knowledge of the seven principles as outlined in the Delivering Good Governance in Local Government Framework (CIPFA/Solace 2016). and the requirements of the Annual Governance Statement (AGS).</p> <p>Knowledge of the local code of governance.</p>	1	3	5	2	0	11
<p><b>4. Internal Audit</b></p> <p>Members are aware of the key principles of the Public Sector Internal Audit Standards and the Local Government Application Note.</p> <p>Members have knowledge of the arrangements for the delivery of the internal audit service in the authority and the charter. Knowledge of how the role of the head of internal audit is fulfilled. Details of the most recent external assessment and level of conformance with the standards. Internal Audit's strategy, plan and most recent annual opinion.</p>	2	0	8	1	0	11

<p><b>5. Financial management and accounting</b></p> <p>Members have an awareness of the financial statements that a local authority must produce and the principles it must follow to produce them. Members have an understanding of good financial management practice as set out in CIPFA Financial Management Code and the level of compliance with it. Knowledge of how the organisation meets the requirements of the role of the Chief Financial Officer, as required by the CIPFA Statement on the Role of the Chief Financial Officer in Local Government.</p>	1	4	4	2	0	11
<p><b>6. External Audit</b></p> <p>Members have knowledge of the role and functions of the external auditor and who currently undertakes this role. Members have knowledge of the key reports and assurances that external audit will provide. Familiarity with the auditor's most recent plan and opinion reports.</p> <p>Members know about the arrangements for the appointment of auditors and quality monitoring undertaken.</p>	1	2	5	3	0	11
<p><b>7. Risk management</b></p> <p>Members have an understanding of the principles of risk management, including how it supports good governance and decision making. Members have knowledge of the risk management policy and strategy of the organisation. Members have an understanding of risk governance arrangements, including the role of members and the Governance Committee. Knowledge of the current risk maturity of the organisation and any key areas of improvement.</p>	1	1	7	2	0	11
<p><b>8. Counter-fraud</b></p> <p>Members have an understanding of the main areas of fraud and corruption risk the organisation is exposed to. Members have knowledge of the principles of good fraud risk management practice in accordance with the Code of Practice on Managing the Risk of Fraud</p>	1	3	7	0	0	11

and Corruption (CIPFA 2014) and knowledge of the organisation's arrangements for tackling fraud.						
<b>9. Values of good governance</b> Members have knowledge of the Seven Principles of Public Life. Knowledge of the authority's key arrangements to uphold ethical standards for both members and staff and knowledge of the whistleblowing arrangements in the authority.	0	3	6	2	0	11
<b>10. Treasury Management</b> Members are aware of the assessment tool for reviewing the arrangements "Effective Scrutiny of Treasury Management" The key areas of knowledge are: <ul style="list-style-type: none"> <li>• regulatory requirements;</li> <li>• treasury risks;</li> <li>• the organisation's treasury management strategy;</li> </ul> the organisation's policies and procedures in relation to treasury management.	5	2	4	0	0	11
<b>11. Strategic thinking &amp; understanding of materiality</b> Members are able to focus on material issues and the overall position rather than being side tracked by detail.	0	5	5	0	0	10
<b>12. Questioning and Constructive Challenge</b> Members are able to frame questions that draw relevant facts and explanations. Members are challenging performance and seeking explanations while avoiding hostility and grandstanding	0	2	6	2	0	10
<b>13. Focus on improvement</b> Members ensure there is a clear plan of action and allocation of responsibility.	0	4	5	1	0	10
<b>14. Ability to balance practicality against theory</b>	0	2	7	0	0	9

Members are able to understand the practical implications of recommendations to understand how they might work in practice.						
<b>15. Clear Communications skills and focus on the needs of users</b> Members support the use of plain English in communications, avoiding jargon and acronyms etc.	0	0	7	3	0	10
<b>16. Objectivity</b> Members evaluate information on the basis of evidence presented and avoiding bias or subjectivity.	0	2	7	1	0	10