

**GOVERNANCE COMMITTEE SKILLS AND KNOWLEDGE QUESTIONNAIRE RESPONSES**

Questions	Member's Responses								Totals
	1	2	3	4	5	6	7	8	
Members have an overview of the governance structures of the authority and decision making process. Members have knowledge of the organisational objectives and major functions of the authority.	3	4	3	2	3	2	2	3	3
Members have an understanding of the committee's role and place within the governance structures. Members are familiar with the committee's terms of reference and accountability arrangements. Members have knowledge of the purpose and role of the Governance Committee.	3	3	1	2	3	2	2	3	4
Members have knowledge of the six principles of the CIPFA/Solace Good Governance Framework and the requirements of the Annual Governance Statement (AGS). Members have knowledge of the local code of governance.	2	4	1	2	2	2	2	N/A	6
Members are aware of the key principles of the Public Sector Internal Audit Standards and the Local Government Application Note. Members have knowledge of the arrangements for the delivery of the internal audit service in the authority and how the role of the head of internal audit is fulfilled.	3	3	3	3	2	2	2	N/A	3
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 principles and 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.	2	3	1	2	3	2	2	2	6
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. Members know about the arrangements for the appointment of auditors and quality monitoring undertaken.	2	4	2	2	2	2	2	2	7
Members have an understanding of the principles of risk management, including linkage to 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.	2	4	2	3	3	2	2	2	5

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Members have an understanding of the main areas of fraud risk the organisation is exposed to. Members have knowledge of the principles of good fraud risk management practice and knowledge of the organisation's arrangements for tackling fraud.	2	3	1	2	3	2	2	2	6
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.	2	3	1	2	2	2	2	2	7
Members are aware of the assessment tool for reviewing the arrangements "Effective Scrutiny of Treasury Management" The key areas of knowledge are: regulatory requirements; treasury risks; the organisation's treasury management strategy; the organisation's policies and procedures in relation to treasury management.	2	1	3	2	2	1	2	2	7
Members are able to focus on material issues and overall position rather than being side tracked by detail.	3	1	3	2	3	1	2	2	5
Members are able to frame questions that draw relevant facts and explanations. Members are challenging performance and seeking explanations while avoiding hostility or grandstanding.	2	1	3	3	2	1	2	2	6
Members ensure there is a clear plan of action and allocation of responsibility.	2	3	3	2	2	1	2	2	6
Members are able to understand the practical implications of recommendations to understand how they might work in practice.	2		2	3	3	1	2	2	5
Members support the use of plain English in communications, avoiding jargon and acronyms etc.	3	4	2	3	3	3	2	2	3
Members evaluate information on the basis of evidence presented and avoiding bias or subjectivity	2	4	3	2	2	2	2	2	6

**KEY – ASSESSMENT SCORES**

1	Hardly ever / poor
2	Occasionally / inadequate
3	Most of the time / satisfactory
4	All of the time / good