



**Report To:** Governance & Audit Committee

**Date:** 29 January 2026

**Subject:** Governance & Audit Personal Skills Audit

**Purpose:** Evaluating the knowledge and skills of the G&A committee members

**Key Decision:** N/A

**Report Of:** Rebecca James, Scrutiny & Policy Officer

**Report Author:** Rebecca James, Scrutiny & Policy Officer

**Ward(s) Affected:** None

**Exempt Report:** No

### **Summary**

This Skills Audit is designed to assess the current skills, knowledge, and training needs of members of the Governance & Audit Committee. The responses received will feed into the self-assessment work later in the year, help identify areas for development and ensure the committee operates effectively.

### **Recommendations**

That the Committee agrees to complete the Personal Skills Audit.

### **Reasons for Recommendations**

To support effective audit and governance arrangements within the Council.

### **Other Options Considered**

Do nothing, not recommended.

## **1. Background**

- 1.1 The purpose of the Personal Skills Audit (**Appendix 1**) is to support the committee in ensuring continuous effective audit and governance practice for the Committee and across the Council.

## **2. Report**

- 2.1 The G&A committee undertake an annual self-assessment process, following CIPFA best practice that *“The committee should evaluate its impact and identify areas for improvement.”*
- 2.2 Specific responsibilities for the Committee include maintenance of governance, risk and control arrangements; financial and governance reporting; and establishing appropriate and effective arrangements for audit and assurance. The CIPFA knowledge and skills framework (**Appendix 2**) outlines the key knowledge and skills that a committee needs to collectively have to be as effective as possible.
- 2.3 As part of the 2025 self-assessment, it was agreed that a skills audit would be done to gather information on the knowledge, skills and development needs of the G&A committee members. The Skills Audit document can be found at **Appendix 1**. Committee members will have the option of filling in the form using the word document or following an online link to complete using MS Forms. The results of the skills audit will then be used to feed in to the 2026 self-assessment work.

## **3. CONCLUSION**

- 3.1 The findings from the Skills Audit will be used to feed in to the 2026 self-assessment work, which will help the committee focus on areas of improvement and ensure oversight of governance and audit issues at committee meetings.

### **Implications**

#### **South and East Lincolnshire Councils Partnership**

None

#### **Corporate Priorities**

Effective governance and audit arrangements are an essential element of the delivery of all corporate priorities.

#### **Staffing**

None

#### **Workforce Capacity Implications**

None

## **Constitutional and Legal Implications**

None

## **Data Protection**

None

## **Financial**

Effective governance and audit arrangements ensure that public money is safeguarded, properly accounted for, and used economically, efficiently, and effectively.

## **Risk Management**

None

## **Stakeholder / Consultation / Timescales**

No consultation undertaken.

## **Reputation**

None

## **Contracts**

None

## **Crime and Disorder**

None

## **Equality and Diversity / Human Rights / Safeguarding**

None

## **Health and Wellbeing**

None

## **Climate Change and Environmental Implications**

None

## **Acronyms**

CIPFA - The Chartered Institute of Public Finance and Accountancy

## **Appendices**

Appendices are listed below and attached to the back of the report:

Appendix 1	Personal Skills Audit Survey
Appendix 2	CIPFA knowledge and skills framework

## **Background Papers**

No background papers as defined in Section 100D of the Local Government Act 1972 were used in the production of this report.

## **Chronological History of this Report**

A report on this item has not been previously considered by a Council body.

## **Report Approval**

Report author:	Rebecca James, Scrutiny & Policy Officer
Signed off by:	John Medler, Assistant Director, Governance & Monitoring Officer
Approved for publication:	Councillor Allan Beal, Chair of Governance & Audit