

# Audit & Governance Committee

## Personal Skills Audit

### Section 1: Your Details

Name: \_\_\_\_\_

Role (e.g., Chair, Member): \_\_\_\_\_

### Section 2: Core Areas of Knowledge

Please rate your level of knowledge in each area:

**1 = No Experience | 2 = Basic | 3 = Intermediate | 4 = Advanced**

Knowledge Area	Rating (1–4)	Comments / Development Needs
1. Organisational Knowledge		
2. Audit Committee Role and Functions		
3. Governance		
4. Internal Audit		
5. Financial management and accounting		
6. External Audit		
7. Risk Management		
8. Counter Fraud		

9. Values of Good Governance		
10. Treasury Management		

## Section 3: Core Skills

Rate your skills using the same scale (1–4):

Skill Area	Rating (1–4)	Comments / Development Needs
1. Strategic thinking and understanding of materiality		
2. Questioning and constructive challenge		
3. Focus on improvement		
4. Ability to balance practicality against theory		
5. Clear communication skills and focus on the needs of users		
6. Objectivity		
7. Meeting management skills		

## Section 4: Training Needs

Which areas do you feel require further development?

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Suggested training or support:

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## Section 5: Other Skills or Experience relevant to the committee

Please list any additional skills or experience that may contribute to the effectiveness of the committee:

General Skills / Experience	Comments
IT literacy	
Negotiation	
Community engagement	
Leadership	

Project management	
Other (please state):	<ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> </ol>

## Section 6: Other Comments

Please state any further thoughts, comments, or general feedback on any relevant issues relating to the Audit & Governance Committee that you wish to raise.

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