

Report for: Corporate Committee – 15 November 2022

Title: Corporate Committee Member Skills Matrix

Report authorised by: Director of Finance

Lead Officer: Minesh Jani, Head of Audit and Risk Management
Tel: 020 8489 5973
Email: minesh.jani@haringey.gov.uk

Ward(s) affected: N/A

**Report for Key/
Non-Key Decision:** Non-Key Decision

1. Describe the issue under consideration

1.1 A report was presented to the Corporate Committee's on 22 July 2022 seeking feedback from member on the areas of the Corporate Committee's remit where members of the Committee would like training. In that paper, members were asked to complete an on-line skills matrix assessment. The feedback provided by members has been used to specify the training needs of the committee to allow the Corporate Committee to fulfil its remit.

2. Cabinet member introduction

2.1 Not applicable.

3. Recommendations

3.1 To note the contents of this report and the proposed dates for training set out at para 11.6.

4. Reasons for decision

4.1 The Corporate Committee's responsibility are set out under Part Three, Section B, Responsibility for functions: Full Council & Non-Executive Bodies of the constitution. To maintain the effectiveness of the Committee, members of the committee are asked to engage in the training provision as part of continuous development of committee members.

5. Alternative options considered

5.1 Not applicable.

6. Background information

- 6.1 The information in this report has been compiled from information held within Audit & Risk Management.

7. Contribution to strategic outcomes

- 7.1 An effective Corporate Committee will contribute to the creation of a positive culture and good governance.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

8.1 Finance and Procurement

There are no immediate financial comments arising from this report. The initial training plan, if procured from an external provider, will result in a small cost to the authority that will be met from the existing members' training budget.

8.2 Legal

The Council's Head of Legal Services has been consulted in the preparation of this report and has no comments.

8.3 Equality

The Council has a public sector equality duty under the Equality Act (2010) to have due regard to:

- tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;
- advance equality of opportunity between people who share those protected characteristics and people who do not;
- foster good relations between people who share those characteristics and people who do not.

9. Use of Appendices

Appendix A - Skills Matrix for Corporate Committee Members

10. Local Government (Access to Information) Act 1985

Not applicable.

11. Outcome of Self-Assessment

- 11.1 Members of the Corporate Committee were asked to complete the self-assessment skills matrix by assessing their level of awareness of the following attributable areas of the Corporate Committee remit. Details of these areas and information about the level of awareness is set out at Appendix A: -

- Organisational Knowledge;

- Audit Committee Role and Functions;
- Corporate Governance;
- Internal Audit;
- Financial Management and Accounting;
- External Audit;
- Risk Management;
- Counter Fraud;
- Values of Good Governance;
- Treasury Management; and
- Financial Reporting.

11.2 For each area, members were further asked to score their current knowledge and understanding of these areas from 1-5, based on the following criteria: -

- 1= Very Low awareness
- 2= Low awareness
- 3= Medium awareness
- 4 = High awareness
- 5 = Very High awareness

11.3 The outcome of the self-assessment from members showed that 10 of the 12 members had completed the self-assessment, the table below sets out the attributable area; the total score for all members and the average score per member of the Committee. Please note the table below sets out the scoring of the self-assessment in the same order as the questionnaire. The maximum score that can be assigned to any area is 55 and the minimum is 11.

Area	Total Score	Average Score
Organisational Knowledge	30.00	3.00
Audit Committee Role and Functions	29.00	2.90
Corporate Governance	27.00	2.70
Internal Audit	27.00	2.70
Financial Management and Accounting	27.00	2.70
External Audit	26.00	2.60
Risk Management	29.00	2.90
Counter Fraud	26.00	2.60
Values of Good Governance	33.00	3.30
Treasury Management	25.00	2.50
Financial Reporting	24.00	2.40

11.4 The area where members highlighted the greatest awareness was “Values of Good Governance” (score of 33) and the lowest awareness was attained for “Financial Reporting” (score of 24).

11.5 The table below is a representation of the information above but sorted in ascending order of the “total score”. The purpose of this analysis is to develop a training programme for the committee that is risk based and prioritises those areas with a lower score.

Area	Total Score	Average Score
Financial Reporting	24.00	2.40
Treasury Management	25.00	2.50
External Audit	26.00	2.60
Counter Fraud	26.00	2.60
Corporate Governance	27.00	2.70
Internal Audit	27.00	2.70
Financial Management and Accounting	27.00	2.70
Audit Committee Role and Functions	29.00	2.90
Risk Management	29.00	2.90
Organisational Knowledge	30.00	3.00
Values of Good Governance	33.00	3.30

11.6 It is proposed that the initial training plan incorporate as many areas as possible where the score is 26 or less. In the main, these are the “technical” areas of the Corporate Committee’s remit. It is proposed the training is structured as follows: -

- Counter Fraud – 15 November 2022 (to coincide with Fraud Awareness Week)
- Financial Reporting – 2 February 2023
- Treasury Management – 28 March 2023