

BOARD MEMBER SKILLS AUDIT

NAME.....**DATE**.....

Board members should between them possess all of the knowledge and skill needed to take decisions and monitor the organisation’s performance. In order to ensure that the organisation remains well-governed and viable, the board/committee should include members with the following skills, knowledge and experience.

It is not expected that any individual will have all of the skills and experience set out below. Please complete **ALL** sections (even though they may not be relevant to your current role). This information is used for board succession planning and identifying training needs.

A. All boards/committees should have the following:	
Skills, knowledge and experience	Please rate your ability from 1-5 (see guidance below)
Strategy formulation	
Finance	
Business and strategic planning	
Relevant areas of law	
Governance/regulation	
Health & safety	
Business management	

Change management	
Diversity issues	
Knowledge of the organisation	
Risk management	

B. For boards/committees which are housing-related

Skills, knowledge and experience	Please rate your ability from 1-5 (see guidance below)
Resident needs and concerns	
Housing policy	
Customer service	
Current issues in the housing and/or care sector	
Asset management	

C. Commercial/other skills/knowledge (not all will be relevant to all boards/committees)

Skills, knowledge and experience	Please rate your ability from 1-5 (see guidance below)
Property development	
Commercial ventures	
IT management/projects	
Treasury issues	
Financial accounting	

Audit	
Acquisitions and mergers	
Human resources	
Pensions	

Guidance on ratings

1	I have very little knowledge of this area
2	I understand what people are talking about – I would usually understand what an expert was saying
3	I would be able to ask sensible questions of an expert
4	I would consider myself very knowledgeable in this area, and would be able to challenge an expert
5	I am professionally qualified or have substantial experience in this area

Please consider what training or development you need to handle your role as board/committee member more effectively, and what form it should take:

Area/s for training or development:	How could this be provided?