

# Audit, Risk and Governance Committee – External Community Member

The City of South Perth is seeking to appoint an External Community Member to its Audit, Risk and Governance Committee. This Member will be required to appropriately prepare for, attend and participate in all Audit, Risk and Governance Committee meetings (meetings are held on a quarterly basis).

The City reserves the right to appoint more than one External Community Member, in the event that the selection process outcome is that the Committee may be best served by members with differing skill sets participating on the Committee.

## Committee Objective

The Committee is responsible for providing guidance, assistance and oversight to the Council of the audit and review of the City's processes and performances in relation to:

- Annual Financial Audit;
- City's Risk Management Framework;
- Annual Statutory Compliance Audit;
- Code of Conduct;
- Access to Information;
- Policy and Delegation Reviews;
- Australian Business Excellence Framework; and
- City's Local Laws.

## Skills

The skills required by the External Community Member are as follows:

- Senior business and/or financial management experience;
- Understanding of reporting and compliance requirements;
- Understanding of internal and external audit; and
- Understanding of enterprise risk management.

## Advertising

The City will advertise Expressions of Interest seeking an External Community Member via the Southern Gazette and any other means deemed appropriate for a minimum period of two weeks.

## Selection Process

Council will appoint the preferred applicant at a Special Council Meeting to be held following the local government elections.

## Appointment

The External Community Member will be appointed in line with the local government elections for a maximum term of two years, commencing 1 November 2019.

## Obligations

The External Community Member must agree to abide by the City Code of Conduct.

## Remuneration

The External Community Member will be paid a nominal fee per meeting attendance and for attendance at City required training or meetings with staff.

## Induction Program

The External Community Member will be required to complete an induction and any internal and external training programs deemed necessary by the Committee. This includes meeting with relevant internal officers and access to relevant documentation.

## Confidentiality

The External Community Member must sign and comply with a confidentiality agreement requiring the member not to disclose any information specified in the agreement.

## Voting

The External Community Member can vote at Committee meetings.

## Termination

The City reserves the right to terminate the appointment of the External Community Member prior to the end of appointment, in the event that there is a breach of confidentiality, an ongoing conflict of interest, a non-disclosure of a conflict of interest, a breach of the City's Code of Conduct or performance not meeting expectations.