

**INDEPENDENT MEMBER  
AUDIT AND REGULATORY COMMITTEE**

**JOB DESCRIPTION**

**Key Purpose**

The purpose of the Independent Member is to support meetings of the Audit and Regulatory Committee to effectively discharge its role by providing advice and scrutiny on matters relating to the Council's arrangements for governance, risk management, control frameworks, financial reporting processes, internal/external audit and elections.

**Technical Skills Required**

Knowledge in one or more of the following areas:

Accountancy	<ul style="list-style-type: none"> <li>▪ Able to engage with the review of accounts</li> <li>▪ Understanding of professional financial standards</li> <li>▪ Able to engage with the external auditors</li> </ul>
Internal audit	<ul style="list-style-type: none"> <li>▪ Awareness of internal audit standards</li> <li>▪ Effective oversight of internal audit work</li> </ul>
Risk management	<ul style="list-style-type: none"> <li>▪ Enhanced knowledge of risk management</li> <li>▪ Able to provide critical review of risk registers</li> </ul>
Governance & legal	<ul style="list-style-type: none"> <li>▪ Add value to the consideration of governance issues</li> </ul>

**Generic Skills Required**

- High ethical standards
- Good communication skills
- A willingness to participate in meetings
- Ability to take an independent, unbiased and objective view
- Ability to examine evidence and complex documentation
- Ability to ask searching questions

**Time Commitment**

Attendance at approximately 4 meetings per year plus preparation time.

**Remuneration**

An annual allowance of £395.00 is payable for performing this role (expenses will also be reimbursed).

## **Special Conditions**

Independent members should not:

- Be active in local or national politics.
- Have a close relationship with any Member or Officer of the Council.

In addition:

- You will be required to sign and undertake to comply with the Council's Code of Conduct for Members.