



## **EXPRESSIONS OF INTEREST – INDEPENDENT MEMBERS**

### **AUDIT, RISK AND IMPROVEMENT COMMITTEE**

The Shire of Dandaragan invites Expressions of Interest from suitably qualified and experienced external persons for the positions of Independent Presiding Member (Chairperson) and Independent Deputy to the Presiding Member of its Audit, Risk and Improvement Committee (ARIC).

The ARIC provides independent advice to Council on internal and external audit matters, risk management, compliance obligations, organisational performance, and the Shire's financial reporting. The Committee meets approximately three times per year, generally in person at the Shire Administration Centre in Jurien Bay. Remote attendance may be available where necessary with a minimum 50% attendance requirement. In accordance with legislative provisions, independent ARIC members are paid a meeting attendance fee of \$608.00 per meeting attendance in accordance with s.5.100 of the Act. A rate of \$0.88/kilometre as determined by the Australian Tax Office will be applied to claims by independent members of the ARIC for reimbursement of costs associated with private vehicle usage to attend committee meetings.

Up to two independent external members will be appointed for a two-year term, aligned with the local government election cycle. Appointees may be eligible for reappointment at the end of the term.

The Shire is seeking individuals with strong expertise in financial auditing, risk management and governance who are interested in making a meaningful contribution. This is an opportunity to support effective decision-making, accountability and continuous improvement across the organisation.

The ARIC's Terms of Reference are:

- To support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems and external audit functions and ethical accountability;
- To critically examine audit and management reports from external audits and ensure that the Shire appropriately implements any actions; and
- To receive and review reports prepared by the CEO in accordance with Regulations and make recommendations to Council.

To apply, please submit an Expression of Interest by completing the EOI Form on page 2 and include a current CV and a cover letter that addresses the selection criteria on the EOI Form.

#### **SUBMISSION DETAILS**

Applications are to be addressed to the Chief Executive Officer and can be lodged via email to [council@dandaragan.wa.gov.au](mailto:council@dandaragan.wa.gov.au). Hand delivered or posted submissions can be delivered to the Shire Administration Office, 69 Bashford Street, Jurien Bay WA or sent to PO Box 676, Jurien Bay WA 6516.

# AUDIT, RISK & IMPROVEMENT COMMITTEE

## EXPRESSION OF INTEREST FORM

### APPLICANT DETAILS

Name:	
Residential Address:	
Postal Address:	
Email:	
Phone:	

### REQUIREMENTS FOR CONSIDERATION

As well as completing this Expression of Interest Form, in submitting your application please include a recent CV and a cover letter detailing the following selection criteria:

1. Knowledge and experience in statutory financial reporting, risk management, governance and audit (internal and external), internal controls in a Local Government setting.
2. Background, experience and qualifications relevant to the Terms of Reference, including (but not limited to) as Presiding Member and/or Deputy Presiding Member of other audit, risk and improvement committees.
3. Previous experience or involvement in local government, community organisations or committees relevant to the Terms of Reference (listed on page 1).
4. Strong communication skills, including running a meeting.
5. Understanding of Audit Committees and Local Government.
6. Be a person with no direct association with the Shire as a business entity, either as an Elected Member or an officer; and not be an elected member with another Local Government.

I wish to apply for the role of Independent Presiding Member.	Yes <input type="checkbox"/> No <input type="checkbox"/>
I wish to apply for the role of Independent Deputy of the Presiding Member.	Yes <input type="checkbox"/> No <input type="checkbox"/>
I am prepared to commit to the meeting requirements of the Committee.	Yes <input type="checkbox"/> No <input type="checkbox"/>
I am prepared to commit to the Code of Conduct for Elected Members, Committee Members & Candidates.	Yes <input type="checkbox"/> No <input type="checkbox"/>
I acknowledge I must attend the meeting in person to receive payment.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Included is my cover letter that addresses the selection criteria, and CV.	Yes <input type="checkbox"/> No <input type="checkbox"/>

Signed: \_\_\_\_\_

Date: \_\_\_\_\_