



1. Recruitment Advert and Role Profile

- 1.1 Torbay Council wishes to appoint an independent member to join its Audit Committee. The appointment is for a period of four years, subject to annual review.

As an independent member, you would be expected to have finance, accountancy, corporate governance, risk management or audit background. You must be able to analyse and discuss complex information and act impartially at all times. You would be expected to attend meeting of the Audit Committee (approximately five a year) in a non-voting capacity, and be able to provide advice, experience and insight.

The Audit Committee provides a key source of assurance on the Council's audit and corporate governance arrangements. Specifically, the Committee is responsible for the council's internal and external audit activity, risk management, maintaining an effective control environment, treasury management, financial accounts and wider corporate governance.

The Audit Committee comprises up to one independent member (non-voting) and six elected members of Torbay Council. You will be required to attend up to five meetings a year and training will be provided.

We are looking for individuals who share our values, have a commitment to continuous improvement and a desire to deliver better outcomes for all of our residents. Anyone wishing to put themselves forward for this role should be able to demonstrate a commitment to good governance in the public sector, and preferably have some knowledge of local government or other public bodies.

Anyone who wishes to be considered for the role must not:

- Be a current or former councillor or officer of Torbay Council, or a close friend or relative of such a person
- Have a criminal conviction
- Be an undischarged bankrupt
- Have any significant business dealings with the Council
- Be currently actively engaged in politics or be a member of a political party

How to apply: please send a CV and covering letter which addresses how you meet the skills outlined in the attached role profile to governance.support@torbay.gov.uk

Closing dates for applications: 24 October 2019

Formal discussions with shortlisted applicants to be held on: 31 October 2019

1.2 Role Profile

Overview

As an independent member, you would be expected to have finance, accountancy, corporate governance, risk management or audit background. You must be able to analyse and discuss complex information and act impartiality at all times.

Time commitment

Approximately six days per year, including meeting preparation and attendance.

Skills and experience

We are particularly interested in people who can demonstrate the following skills and experience:

Essential	Desirable
Ability to remain independent in thinking and consider matters without regard to personal political views	Experience of dealing with Local Government or a similar public sector or voluntary organisation
Ability to analyse information, ask pertinent questions, reach rational conclusions and maintain confidentiality	Experience of acting as an independent member/non-executive director or a trustee on a Board or Committee
A professional qualification or background in accountancy, risk management, law, governance or general management	Knowledge of Local Government and an understanding of the role of Council and Councillors
An understanding of local government and/or the public sector more broadly	Recent senior management experience within a complex organisation
Broad understanding of and commitment to the '7 Principles of Public Life'	
An understanding of governance and ethical standards	

*independent member of Audit Committee are expected to abide by the Council's Members Code of Conduct and the Nolan Principles of Public Life.