



## **Independent Chair – Risk and Assurance Committee**

We are seeking an Independent Chair for Carterton District Council's (CDC) Risk and Assurance Committee. This is a voting role and will be involved in exercising the delegated authority and functions of the Committee, in accord with the Terms of Reference. CDC invites registrations of interest from appropriately qualified persons for consideration.

You will ideally have local government experience, at a senior management or governance level, combined with procurement experience from within local or central government organisations. Familiarity with risk management disciplines (identification, evaluation, mitigation and management) is essential. The chairperson will bring the following skills and experience to the role:

- broad governance experience
- familiarity with risk management disciplines
- understanding of internal control and assurance frameworks
- a good understanding of the roles of internal and external audit
- background in financial reporting/accounting, audit and/or law
- experience with public sector organisations
- the ability to explain technical matters to other members of the committee
- understanding of the Local government Act 2002 (LGA) and Local Government Official Information and Meetings Act 1987 (LGOIMA)
- high business ethics, sound judgement and common sense
- strict confidentiality.

The Chair's role will be to provide independent and expert professional advice to other members of the Committee and to ensure that all financial risk matters are properly and effectively undertaken.

Expectations are that attendance at scheduled meetings will take place (at least 4 meetings per year, each of 2 hours duration). Preparation of approximately 6-8 hours per meeting will be required and this will include reading of reports and requesting and considering any additional information. It is anticipated that the role will require a maximum of 40-50 hours per annum.

Council will give preference to applicants holding Chartered Accountant / Certified Accountant / Institute of Directors memberships. Proof of membership should be included with your application.

The Chair of the Risk and Assurance Committee will be eligible for remuneration at a maximum rate of \$175 / hr, plus a reasonable travel reimbursement.