

NOMINATION FORM

AUDIT AND RISK COMMITTEE



Closing date: 10 October 2019

Submission of nomination: Nominations must be submitted by the closing date to:

City of Mandurah
PO Box 210
MANDURAH WA 6210

Alternatively, applications may be submitted in person or via email to
council@mandurah.wa.gov.au

Surname:

Given name(s):

Home Address:

Email address:

Home phone: Work phone:

Mobile:

Occupation:

I hereby submit my nomination and declare that all information I have provided is true and correct.

Signature of Nominee: Date: / /

Term and commencement

The term of office commences on the day of appointment by Council and expires on the next ordinary local government election day in October 2021.

Audit and Risk Committee Purpose

The purpose of the Committee is to:

- Provide advice and assistance to Council as to the carrying out of the function of the City in relation to annual audits of the City's financial statements (external audit);
- Monitor and receive reports concerning the development, implementation and on-going management of a City-wide risk management plan, including receiving briefings on significant legal issues;
- Monitor and receive reports concerning the development, implementation and on-going management of the City's internal audit function;
- Receive and review reports from the CEO under regulation 17(3) and report to Council the results of its review.

Meeting details

Meetings: Bi-monthly
Venue: Council Chambers, 83 Mandurah Terrace, Mandurah
Day/Time: Monday 5.30pm
Duration: 1.5 hours
Reading Time: Approx 2 hours



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Qualifications and Competencies:

Essential

- Bachelor's degree in accounting, finance, business or a related field;
- Strong analytical, interpersonal and communication skills;
- Demonstrated consistency in values, principles, and work ethic;
- Substantial business or senior management experience in government, preferably having held executive management responsibilities or board membership;
- A sound applied understanding of contemporary issues, including the role of external audit, internal audit, internal controls and risk management in effective governance;
- Experience in, or ability to rapidly become conversant with, relevant legislation and standards; and
- Demonstrated ability to interpret financial statements.

Desirable

- Experience in auditing of local government finance, systems, procedures and risk in accordance with the *Local Government Act 1995*.
- Experience as chairman of a board or committee highly desirable but not required.

Please refer to the Terms of Reference available via <https://www.mandurah.wa.gov.au/city-and-council/council/council-elections/advisory-groups-and-committee-community-nominations>.

Nomination process

Nominees are asked to complete this nomination form and provide with a resume to the City of Mandurah by COB **Thursday 10 October**.

Late nominations will not be accepted.

At the close of the nomination period, a Selection Panel will meet and make recommendations to the following Council Meeting.

For further information about the Audit and Risk Committee please contact:

Tahlia Jones
Manager Governance Services
Phone: 9550 3782 Email: tahlia.jones@mandurah.wa.gov.au

