



**Expression of Interest  
Information Pack**

**Independent Audit  
Committee Member**

**May 2020**

**EXPRESSION OF INTEREST  
Information Pack**

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## Introduction

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Council is seeking responses to this invitation for three independent Audit Committee members.

The Committee's role is to oversee and monitor the effectiveness of Council in carrying out its responsibilities for prudent financial management, good corporate governance, maintaining an effective system of internal control and risk management, and fostering an ethical environment.

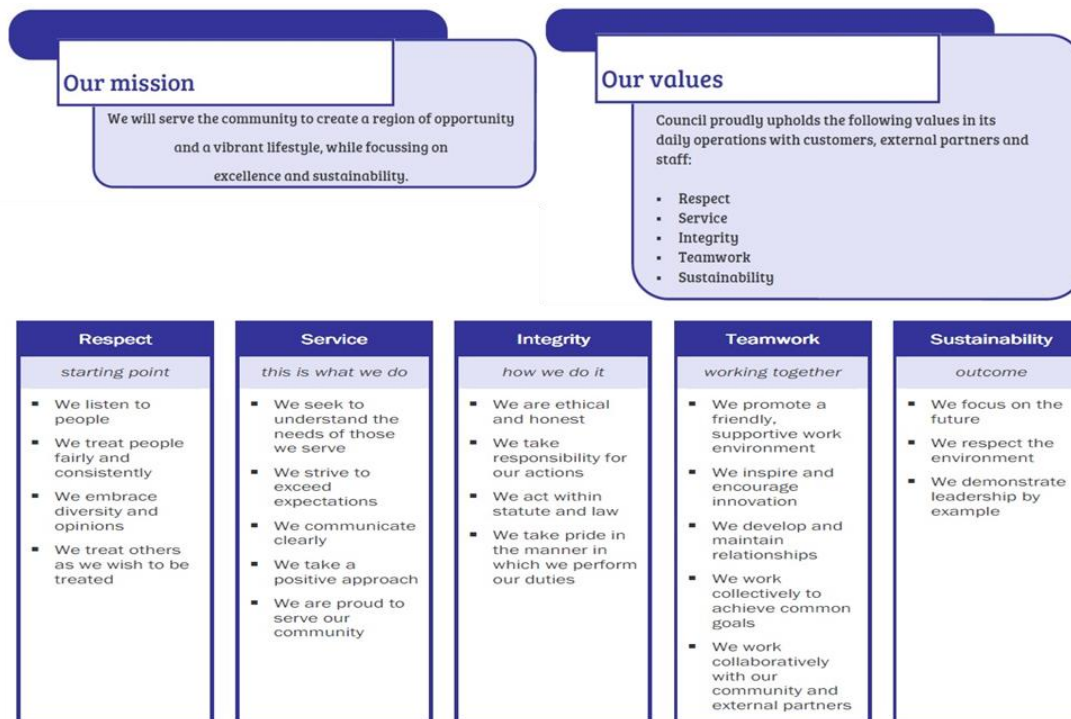
## About Moreton Bay Regional Council

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The Moreton Bay Region is a diverse area, spanning more than 2,037 square kilometres and boasting everything from rural townships and urban centres to coastal villages and thriving business precincts.

Moreton Bay has a strong and connected community that enjoys the benefits of close proximity to the Brisbane CBD and a lifestyle that's second to none.

### Our Mission and Values



## Committee

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### Statutory Purpose

Section 105 of the *Local Government Act 2009* (the Act) requires each Council to establish an Audit Committee. The Audit Committee is a formally appointed independent Advisory Committee of Council.

### Primary Objective

The Audit Committee provides an independent forum where representatives of council, independent specialists and management work together to fulfil specific governance responsibilities as set out in this Terms of Reference.

The Audit Committee is an internal governance process which is intended to contribute to the improved performance of the organisation.

### Composition

Section 210 of the Regulation specifies that the Committee must consist of at least three (3) and no more than six (6) members; and must include one (1), but no more than two (2) Councillors.

The members, taken collectively, will have a broad range of skills and experience relevant to the Committee's responsibilities. At least one (1) member will have significant accounting or related financial management experience with a strong understanding of accounting and auditing standards.

To improve the level of independence and objectivity, three (3) suitably qualified independent external members will be appointed to the Committee under terms and conditions resolved by Council from time to time, with one (1) of them appointed as the Chairperson of the Committee.

### Meetings

The Committee meets at least quarterly. The schedule of meetings is developed and agreed to by the Committee on an annual basis, with the provision for special meetings if required.

## Overview of Requirements

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### Term of Appointment

Council is offering an appointment the following appointments:

- Independent member 1 - September 2020 - September 2023
- Independent member 2 - September 2020 - September 2023
- Independent member 3 - June 2020 - June 2024

Appointment of Independent Members is made by a resolution of Council.

### Remuneration

A fixed fee of \$7,500\* (\$8,500\* for Chair) per annum for attendance at all meetings, briefings and preparation time, payable pro rata after each meeting.

*\*Inclusive of GST*

## **Key Selection Criteria**

Applications will be assessed against the following selection criteria:

- Substantial business or senior management experience, preferably having held executive management roles.
- Tertiary qualification/s in finance, business, or a related field.
- Demonstrated knowledge and applied understanding of contemporary governance issues including the role of internal audit, internal controls and risk management as suited to a local government.
- Demonstrated ability in interpreting financial statements and reports.
- Experience in, or the ability to quickly become conversant with, relevant legislation, accounting standards and external reporting requirements of local government.

## **Information to be provided**

Applicants should provide the following information as part of their Expression of Interest:

1. Resume
2. A 1-2-page summary detailing how the Applicant addresses the selection criteria.
3. A minimum of two referees with their contact details.

Please note that while applicants are not required to provide evidence of qualifications with their application, they will need to be presented to Council if successfully appointed.

## **Your Application**

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Applications are to be lodged electronically via Council's website. Applications must include a cover letter, along with a brief resume outlining your relevant skills, experience and qualifications.

All enquiries should be directed to Donna Gregory, Director Finance and Corporate Services on (07) 5433 2441.

## **Closing Date**

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Applications for this vacancy close at 5.00pm on Sunday 31 May 2020.