

## Appendix 1

Meeting	THE COUNCIL
Date	2 March 2017
Topic	Appointing a Lay Member to the Audit Committee
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Cabinet Member	Cllr Peredur Jenkins

1. In accordance with the requirements of the Local Government (Wales) Measure 2011, Sections 81 and 87, it is necessary for the Council to appoint an Audit Committee to monitor and scrutinise financial matters, risk management and corporate governance.

2. It is necessary to have at least one lay member on the committee and up to a third of the membership can be lay members. All the lay members have the right to vote and will receive a co-opted member's salary of £198 a day. The term of the current member comes to an end in June of 2017

3. There is no specific procedure designated for appointing the lay member to the committee. The guidelines by the Welsh Government recommends that the post should be publicly advertised. They recommend that individuals should be independent of the Council, with no business connection to it, and should possess a knowledge of local government. It is suggested that individuals whose political allegiances are known should not be appointed. The attached document contains criteria for appointing the lay member adopted in May 2012.

4. It is recommended to advertise in the local press/regional press for a declaration of interest from those who wish to serve as lay members on the Audit Committee. It is also recommended that a panel consisting of the Council Chair, Chair of the Audit Committee and the Cabinet Member for Resources advised by the Head of Finance and the Monitoring Officer consider the applications and submit a recommendation to the full Council, who will then appoint a member to serve on the committee for a term of 4 years.

### **RECOMMENDATION.**

The Council is requested to approve the appointment procedure recommended in the report.

## **Appointment of lay member onto the Audit Committee**

### **Criteria**

Applicants will need to demonstrate independence and impartiality in assisting the Audit Committee to

Review, scrutinise and issue reports and recommendations in relation to the council's financial affairs.

- Review, scrutinise and issue reports and recommendations on the authority's risk management, internal control and corporate governance arrangements.
- Oversee its audit arrangements and review its financial statements.

Applicant should meet the following criteria:

- Be able to demonstrate an understanding of the value of the audit function.
- Be able to demonstrate knowledge of how local government functions
- Be able to demonstrate independence of thinking and unbiased attitudes
- Be able to meet the time commitment involved
- Be able to provide two references

Individuals who have business connections with the Council or who have connections with a political party are ineligible for appointment

The ability to speak Welsh will be considered an advantage and the need to achieve a balance of skills, qualities and expertise on the Committee as well as the need to represent the community as a whole and achieve a geographical spread will be taken into account.