

Audit Committee Independent Member Role Profile

As a member of the Audit Committee, you will be expected to play a full part in the functioning of the Committee. Independent Members help to bring an external perspective to the work of the Committee. This includes considering matters relating to the financial management of Hull City Council which includes reviewing and commenting on the draft accounts and Audits received from Internal and External Auditors; an overview of the Regulatory Framework to provide assurance on the adequacy of internal control and Corporate Governance arrangements which includes Anti-fraud and Corruption Policies; maintaining the Constitution's Contract Procedure Rules, Financial Regulations and Treasury Management Arrangements; and Reviewing other reports such as the Whistleblowing Policy, Customer Feedback Scheme and Local Ombudsman Cases.

You may be asked to act as Chair of the Committee.

The successful applicant will have among other skills:

- Experience of Board level working in the public, private or third sectors.
- Recent and relevant financial experience and an understanding of the role and relevance of public audit.
- Knowledge and experience of internal and external audit.
- A good understanding of whistleblowing and complaints processes within local government.

The Audit Committee is also made up of nine Hull City Council Councillors, appointed each year by the Council. Whilst the Independent Member does not have voting rights, they are expected to fully take part in the work of the Committee.

Responsibilities of the Audit Committee:

General

1. Review summaries of Internal Audit reports.
2. Reports dealing with the management and performance of the providers of internal audit services.
3. Reports from Internal Audit where agreed recommendations have not been implemented within a reasonable timescale.
4. Review the External Auditor's Annual Governance Report. [OBJ]
5. Review reports agreed to be produced by the External Auditor. [OBJ]
6. Comment on the scope and depth of external audit work and to ensure it provides value for money.
7. Liaise with the Audit Commission (and its successor body) over the [OBJ] appointment of the Council's external auditor.
8. Commission work from Internal and External Audit through the agreement of audit plans and in discussion with the Chief Finance Officer.
9. Review the 'Whistleblowing' Policy and Procedure and its delivery.
10. Review the Customer Feedback Scheme and its delivery.
11. Review Local Ombudsman cases.

Regulatory Framework

1. Maintain an overview of the Council's Constitution in respect of Contract Procedure Rules, Financial Regulations and Treasury Management arrangements;
3. Review any issue referred to it by the Chief Executive or a Corporate Director and any Council body;
4. Monitor the effective development and operation of risk management and corporate governance in the Council and approve the risk management policy and strategy and the annual risk management report;
5. Endorse and oversee Council policies on Anti-Fraud and Corruption Strategy and Money Laundering and consider their effectiveness as part of the Council's control environment;
6. Approve the Annual Governance Statement, for sign-off by the Head of Paid Service and Leader of the Council, subject to any significant changes that occur between the date of approval and the date of sign-off;
7. Oversee the Council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice;
8. Oversee the Council's compliance with its own and other published financial standards and controls.

Accounts

9. Approve the annual statement of accounts and specifically consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council;
10. Consider the External Auditor's report to those charged with governance on issues arising from the audit of the accounts.