

## **Job Description for Co-opted Independent Member of West Sussex County Council's Regulation, Audit and Accounts Committee**

Applicants for the position should have experience of audit or finance work and preferably experience of local authorities.

The purpose of the audit function of the Committee is to provide independent assurance of the adequacy of risk management framework and the associated control environment, independent scrutiny of the County Council's financial and non-financial performance to the extent that it affects the Council's exposure to risk and weakens the control environment, and to oversee the financial reporting process.

### **Role Profile**

1. Participate in meetings of the Committee, normally four meetings per year, normally on a Monday morning from 10.30am – 1pm.
2. Support the Committee by offering constructive challenge on reports being considered by the Committee, and support others to do the same.
3. challenge and provide expertise related to finance, accounts or audit and corporate governance.
4. Keep informed of issues facing the Council and local authorities generally.
5. Help the Committee to review and monitor its own effectiveness.
6. Participate in training events related to the work of the committee.

### **Person Specification**

1. Experience either
  - a. as an accountant or auditor or working with statutory accounts, preferably at a senior level or
  - b. significant experience as an Audit Committee Member or non-executive director in a large or complex organisation.
2. Understanding of finance or accounts, preferably in a public sector environment.
3. Ability to be objective and impartial, and to exercise good judgement
4. Ability to digest and understand complex financial information.
5. Ability to analyse evidence and ask the right questions to hold the organisation to account
6. Ability to influence others to provide appropriate challenge.
7. Effective interpersonal skills with strong influencing and communication skills.

Applicants must not be an employee of West Sussex Council.

Applicants must not be members of a political party.

Applicants should submit a CV and supporting statement setting out why they are applying for the position. These will be considered and a shortlist will be prepared by the Director of Law and Assurance and the Director of Finance and Support Services.