

CHAIR APPLICATION FORM

Maitland City Council is seeking expressions of interest from suitably qualified and experienced persons to be appointed as Chair of Council’s Audit, Risk & Improvement Committee (ARIC).

The ARIC comprises three independent members (with the Chair being one of the independent members) and one Councillor who will meet at least four times a year, with an additional special meeting to include review and endorsement of the annual audited financial reports and external audit opinion.

This is an advisory committee to Council providing independent assurance, oversight, and assistance to Council in the areas of risk, control, governance, financial reporting, and performance.

APPLICANT DETAILS

Surname:		First Name:	
Postal Address:		Suburb:	
Postcode:		Phone:	
Mobile:		Email Address:	
Preferred contact:	<input type="checkbox"/> Mobile <input type="checkbox"/> Email		

MEMBERSHIPS / AFFILIATIONS

Please list any clubs, organisations, interest groups or committees that you are a member of or have affiliations with, within the Maitland Local Government Area.

Name/details:	
Name/details:	
Name/details:	

DECLARATION OF INTERESTS, CONTRACTS OR OTHER BUSINESS WITH COUNCIL

Do you have any contracts (actual or potential) or other business with Council that might create a conflict of interest between your duties as a member of this Committee and your private interests?

Yes No

If yes, please outline:

SELECTION CRITERIA

Please attach a cover letter addressing the below criteria, explaining clearly under each heading how your qualifications or experience meet and satisfies the criteria and giving examples of current/past work experience.

<input type="checkbox"/>	Professional qualifications, and or knowledge and expertise such as accounting, legal, risk management, auditing, business, or planning to support the actives required of committee Chair.
<input type="checkbox"/>	Demonstrate the understanding of the role of ARIC including, both internal and external audit and their importance.
<input type="checkbox"/>	Demonstrate an understanding of knowledge/experience of Local Government, including corporate Governance and how ISO 31000 supports this process.
<input type="checkbox"/>	Demonstrate current/prior experience on similar committees.

Signed:

Date:

SUBMIT YOUR APPLICATION

Applications should be marked:

- Application for Audit, Risk and Improvement Committee Chair
- Attention of the General Manager

and sent to:

Mail:	Maitland City Council PO Box 220 MAITLAND NSW 2320
Email:	info@maitland.nsw.gov.au

Closing date for applications is 2.00pm on Tuesday 25 October 2022.

Thank you for your application. All applications received will be assessed and you will be advised of the outcome in due course.

Privacy and Personal Information Protection Notice

This information is provided voluntarily by the applicant and is collected for the assessment of the application. Failure to provide this information will prevent Council processing your application and may lead to your application being rejected. This information is intended only for Officers of Maitland City Council and will be stored in accordance with Council's compliant Records Management System and the State Records Act 1998 (NSW). This information may be accessed by Council Officers or by requests under the Government Information (Public Access) Act 2009 (NSW). You have a right to access your personal information under the Privacy and Personal Information Protection Act 1998 (NSW) by application to Maitland City Council and to have that information updated or corrected.