**Role Profile – Independent Member for Audit and Governance Committee**

Overview

This role profile sets out information regarding the role of Independent Member for the Audit and Governance Committee, including who is eligible for the role, what their responsibilities may be and any allowances that will be paid.

Led by a Mayor, the York and North Yorkshire Combined Authority brings together the Local Enterprise Partnership, the Office for Police, Fire and Crime and the Fire and Rescue Authority and works with the 2 constituent councils (City of York and North Yorkshire Councils), communities, other public services and industry to deliver for the region.

The Independent Member will provide an independent and impartial presence on the Audit and Governance Committee. It is an opportunity to make a contribution to the Governance of the Authority.

The Committee comprises of ten Members, four co-opted elected Members from each of the constituent Councils, an Independent Person who attends the Committee to deal with matters relating to member conduct and ethical standards and the Independent Member. The role of the Committee is to provide independent assurance to the Combined Authority regarding the adequacy and effectiveness of its governance, internal control and risk management arrangements and to oversee the statutory financial reporting process.

The Audit and Governance Committee usually meets formally up to four times a year. An additional one or two meetings on an “exception” basis if required may take place, these may include ongoing training and briefing.

Information

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| **Eligibility** |
| A person cannot be appointed as an Independent Member if they are, or were within a period of five years prior to the appointment:1. A Member, substitute Member, co-opted Member or Officer of the York and North Yorkshire Combined Authority or the constituent Councils (North Yorkshire Council or City of York Council);
2. A Member, or co-opted Member or Officer of a Town or Parish Council within the area of North Yorkshire Council or City of York Council;
3. Is a relative or close friend of a person in (a) or (b) above.

A relative is defined as[[1]](#footnote-1):1. Spouse or civil partner;
2. Living as husband and wife or as if civil partners;
3. Grandparent;
4. Lineal descendant of a grandparent;
5. Parent, sibling or child of spouse or civil partner (or living with as if husband and wife/civil partners);
6. Spouse or civil partner of grandparent, lineal descendant of grandparent or parent, sibling or child of person; or
7. Living with grandparent, lineal descendant of grandparent or parent, sibling or child of person as husband and wife or as if civil partners.

An Independent Member must not have any unspent criminal convictions or be an undischarged bankrupt. They should have no conflicts of interest with the Combined Authority and must complete a declaration of relevant interests. The Independent Member will be required to sign an undertaking to comply with the Combined Authority’s Code of Conduct.An Independent Member must have local connections and live within the York or North Yorkshire area to carry out the main part of their work in the region. |

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| **Responsibilities/Requirements** |
| Responsibilities* To assist the Audit and Governance Committee with scrutinising the Authority’s statement of accounts for its approval.
* To review the Authority’s corporate governance arrangements against the good governance framework.
* To receive reports and presentations from the internal audit manager, consider the main issues identified and monitoring management action in response.
* To receive and consider the external auditor’s opinion and reports and to monitor management action in response to any issues raised.
* To consider the effectiveness and adequacy of the Authority’s risk management arrangements, the control environment and associated anti-fraud and anti-corruption arrangements.
* To consider the adequacy of the action being taken on risk related issues identified by auditors and inspectors.
* To ensure effective scrutiny of the Authority’s Treasury Management Strategy and policies.

Requirements* To have a knowledge/understanding of public sector corporate governance arrangements.
* To have a knowledge of the role of Internal Audit.
* To have a knowledge of Financial Management.
* To have a sound knowledge and understanding of good governance within a public sector environment.
* To have a knowledge/understanding of risks involved in major infrastructure delivery.
* To have an understanding of risk management or assurance frameworks.
* Business management experience of working at a senior level in a complex organisation, or alternatively, previous experience as an Audit and Governance Committee Member, or other experience that would give a similar understanding.
* To have good communication and interpersonal skills, and to be able to operate with tact and diplomacy.
* To have a desire to serve the local community and uphold local democracy.
* To be able to demonstrate and understanding of the standards of accountability and objectivity demanded of public authorities, and the continuous scrutiny under which they are placed.
* To be able to use logical reasoning and bring qualities of open-mindedness and impartiality.
* To be able to deal with substantial documentation and to analyse, interpret and absorb information and evidence effectively and quickly.
* To understand and comply with confidentiality requirements.
* To be a person of good standing in whose impartiality and integrity elected Members and the general public can have confidence.
* Not to be a member of any political party or have a public profile in relation to political activities.
* To be willing to disclose to the Authority any matter which, if it became public, might cause the Authority to reconsider the appointment.
* To have a knowledge and/or experience of Local Government or other public service and/or of large complex organisations and awareness of and sensitivity to the political process.
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This is not a job vacancy, therefore, the role holder is not an employee of the Combined authority.

The term of office will be for a fixed term as notified to the Independent Member on appointment and will be subject to the Independent Member maintaining high standards of personal conduct. The Combined Authority may terminate the appointment at any time.

**Allowances**

In accordance with the York and North Yorkshire Combined Authority Order 2023, the Combined Authority may establish an independent remuneration panel to recommend a scheme to the Combined Authority regarding the allowances payable to the Independent Member.

1. Article 2(2) of the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017 [↑](#footnote-ref-1)