

## **Independent Chairman of the Audit Committee**

*Reporting Officer: Lloyd White, Head of Democratic Services*

### **SUMMARY**

This report seeks approval to the process to appoint a new Independent Chairman of the Audit Committee for this Municipal Year. The position currently attracts a Special Responsibility Allowance of £2,975.49 p.a.

### **RECOMMENDATIONS**

**That:**

- 1. The former Independent Chairman of the Audit Committee be thanked for his service to the Council;**
- 2. Democratic Services be instructed to co-ordinate the process to advertise and appoint a new Independent Member / Chairman of the Audit Committee as detailed below;**

### **INFORMATION**

1. A new Independent Chairman of the Committee is required to be appointed. Accordingly Members' views are sought concerning the process to advertise and appoint a new Independent Chairman.
2. CIPFA guidance on local authority Audit Committees recommends that when choosing an Independent Member of an Audit Committee, that such a person should only be considered for the position if he or she:
  - Has not been a Member or an officer of the local authority / public body within five years before the date of the appointment;
  - Is not a Member or an officer of that or any other relevant authority;
  - Is not a relative or a close friend of a Member or an officer of the body / authority;
  - Has applied for the appointment;
  - Has been approved by a majority of the Members of the Council; and
  - Has responded to an advert for the position which has been advertised in at least one newspaper distributed in the local area and in other similar publications or on websites that the body / local authority considered appropriate.
3. Following the guidance above, the proposed process to appoint an Independent Member / Chairman for this Council's Audit Committee would be as follows:

- The position would be advertised, as suggested, within a local newspaper, on the Council website and in Hillingdon People, inviting suitably qualified persons to submit an 'expression of Interest' of no more than 300 words in length to the Head of Democratic Services.
- The deadline for submissions would be the end of July 2017.
- An Interview Panel will be set up to shortlist (if necessary) and interview prospective candidates with a view to submitting a recommendation to the Council meeting on 7 September 2017. The composition of the Interview Panel will be the Cabinet Member for Finance, Property and Business Services and the Vice-Chairman of the Audit Committee.

### **Financial Implications**

The cost of this appointment is contained within the Council's draft budget for 2017/2018 as part of Members' allowances.

### **Legal Implications**

The legal implications are detailed in the body of the report.

### **BACKGROUND DOCUMENTS:**

None.