
Information Requirements for Independent Member Townsville City Council Audit Committee

Townsville City Council is seeking to appoint an independent member for its Audit Committee.

The Audit Committee is an advisory committee of Council. The Committee provides an independent forum where representatives of Council, independent specialists and management work together to fulfill specific governance responsibilities as set out in the Committee Terms of Reference.

The Audit Committee is an internal governance process, which is intended to contribute to the improved performance of the organisation. It plays a key role in assisting Council to fulfill its governance and oversight responsibilities in relation to a number of areas including, financial reporting, internal control systems, risk management, legal and regulatory compliance and audit functions.

To be considered for this key role, please forward your written expression of interest, demonstrating your qualifications and experience, on the attached proforma.

Potential conflicts of interest should be disclosed in your submission.

The term of your appointment is for a period of two years from 1 July 2011 to 30 June 2013.

The Committee meets quarterly (commencing 9.30am to 12.30pm) with the occasional additional meetings called to undertake financial statement and/or budget reviews. Interested persons should also be aware that significant levels of reading, research and preparation for meetings will need to be factored into your time commitment to the committee.

Expressions of interest should include an indication of your required level of remuneration. This might best be expressed as an hourly rate exclusive of GST and should apply to attendance and preparation time for the meetings.

For any further information, please call the Executive Manager, Corporate Governance on telephone (07) 47279584.

Written expressions of interest should be received by 4pm Wednesday 18 May 2011
and addressed to:

**The Chief Executive Officer
Townsville City Council
PO Box 1268
Townsville
QUEENSLAND 4810**

Application Form – Independent Member Townsville City Council Audit Committee

1. Personal Details

Family name:	
Given names:	
Title: Ms/Mrs/Mr	
Home address:	
Postal address:	
Telephone – home:	
Mobile Phone:	
Email address:	
Occupation:	
Qualifications:	
Professional memberships:	

2. Please indicate your reasons for wanting to join the TCC Audit Committee as an independent member and the personal skills you would bring to the position.

3. Please provide details of any involvement or experience you have with other Boards, professional associations or community committees that you believe will contribute.

4. Please provide an overview of your relevant executive experience in areas such as corporate governance, risk management, business / professional sector expertise, project and asset management governance, academia or public sector ethics.

5. Please give a brief outline of your understanding of what the role independent member would involve.

6. Please provide an outline of your required remuneration for negotiation purposes.

Signature:

Date: