

Expressions of Interest – Independent Members Shire of Gingin Audit, Risk and Improvement Committee

The Shire of Gingin invites Expressions of Interest for the positions of independent Presiding Member (Chairperson) and independent Deputy to the Presiding Member of its Audit, Risk and Improvement Committee (ARIC). The ARIC meets a minimum of four times per year in Council Chambers at the Shire's Gingin Administration Centre. Meetings may be held after business hours and will be open to the public as required by s.5.23 of the *Local Government Act 1995* (the Act).

The ARIC comprises:

- An Independent Presiding Member (Chairperson);
- An Independent Deputy of Presiding Member; and
- Elected Members of Council.

Remuneration and Tenure

The Chair and Deputy Chair are independent ARIC members and are paid a meeting attendance fee in accordance with s.5.100 of the Act, within the prescribed fee range. The meeting attendance fee for both independent positions will be \$608 per meeting attended.

A rate of \$0.88/kilometre as determined by the Australian Tax Office will be applied to claims by independent members of the ARIC for reimbursement of costs associated with private vehicle usage to attend committee meetings.

Each position appointment is from May 2026 to October 2027, expiring on the day of the 2027 ordinary local government election. Each subsequent position is for a period of two years. Members may be eligible for reappointment in accordance with legislative requirements.

Terms of Reference

The ARIC's Terms of Reference are:

- To support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems and external audit functions and ethical accountability;
- To critically examine audit and management reports from external audits and ensure that the Shire appropriately implements any actions; and
- To receive and review reports prepared by the CEO in accordance with Regulations and make recommendations to Council.



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Applicant Eligibility

Applicants must be independent, meaning they cannot be:

- A current councillor of any local government; or
- An employee of the Shire of Gingin.

Former councillors are eligible to apply.

Applicants should possess:

- Senior financial management experience;
- A comprehensive understanding of internal and external audit processes;
- A comprehensive understanding of risk management;
- Experience in chairing meetings; and
- Experience with governance principles and meeting rules.

Submitting an Application

A CV and cover letter outlining relevant experience should be marked to the attention of the Coordinator Governance and submitted by 4pm on Friday, 24 April 2026 by:

- Email to mail@gingin.wa.gov.au; or
- By mail to the Shire of Gingin, PO Box 510, Gingin WA 6503.

If required, further information can be obtained by contacting Lee-Anne Burt (Coordinator Governance) Email: mail@gingin.wa.gov.au Tel: (08) 9575 5130

