

## APPENDIX A

### Information about being a lay member of Flintshire's Audit Committee

The Local Government (Wales) Measure 2011 requires the 22 unitary authorities in Wales to each have an Audit Committee and for at least one member of that Audit Committee to be a lay person. This came into effect on the 30 April 2012.

Flintshire County Council has for many years had an Audit Committee but at present it solely comprises 7 County Councillors. The Council proposes to add one lay person to the existing Committee membership.

The Audit Committee is required by the Local Government Measure to have the following functions:-

- a) To review and scrutinise the authority's financial affairs;
- b) To make reports and recommendations in relation to the authority's financial affairs;
- c) To review and assess the risk management, internal control and corporate governance arrangements of the authority;
- d) To make reports and recommendations to the authority on the adequacy and effectiveness of those arrangements;
- e) To oversee the authority's internal/external audit arrangements; and
- f) To review the financial statements prepared by the authority.

The Audit Committee is supported by the senior officers of the Council who attend to present reports and answer questions from Committee members. In the last year there were 7 meetings of the Audit Committee. The Audit Committee meetings are presently held on a Monday morning. The agendas and reports to be considered at the meeting are sent out approximately a week in advance of the meeting. The lay person will be entitled to claim £99 for attending each half day meeting. In the event of the meeting lasting over 4 hours, the payment is £198.

Agendas and reports of previous Audit Committee meetings are available on the Council's website ([www.flintshire.gov.uk](http://www.flintshire.gov.uk)). The successful applicant will receive induction training and training for all Audit Committee members has been arranged for Friday, 15<sup>th</sup> June 2012. The 7 Councillor members of the Committee will be known shortly after the Council's annual meeting on 25<sup>th</sup> May 2012.

It is intended to hold interviews for the appointment of the lay person on the morning of Wednesday, 6 June 2012. Applicants will be informed whether or not they have been successful shortly after this date. When submitting an application, please could you indicate whether or not you will be available to attend an interview on this date.