



Independent Member Audit Committee Job Profile

About Havering's Audit Committee

The Audit Committee is a key component of the London Borough of Havering's governance framework. Its purpose is to provide independent assurance on the adequacy and effectiveness of the Council's arrangements for risk management, internal control, financial reporting and corporate governance.

The Committee oversees both internal and external audit arrangements, ensuring the Council has robust systems of assurance and governance to support the delivery of its corporate objectives for Havering residents and businesses. The Audit Committee's responsibilities include oversight of risk management, internal audit, external audit, approval of the Statement of Accounts and monitoring fraud and corruption arrangements.

The Committee comprises six elected Members of the Council and is seeking to appoint up to two Independent Non-Voting Members to strengthen its expertise and capacity for effective scrutiny.

About the Role

Independent Members will bring an external perspective, professional expertise and constructive challenge to support the Audit Committee in carrying out its responsibilities.

Working alongside elected Members, senior officers and external auditors, Independent Members will help ensure the Committee exercises effective oversight of governance, risk management, internal control and financial stewardship.

This role would particularly suit individuals who wish to apply and further develop their professional knowledge within a complex public sector environment, while contributing to the effective governance of a large London local authority.

Person Specification

Essential Experience and Knowledge (S- Essential; D- Desirable)

Knowledge	- Corporate Governance arrangements in any of public, private or voluntary sectors (essential). - Key principles of enterprise risk management (desirable) - Professional qualifications in one or more of the following (desirable): - Business Management - Accountancy - Internal Audit - Risk Management	S D D
Skills	- Able to understand complex issues - Able to understand the importance of accountability, good governance, and probity in public life. - Ability to see and focus on strategic issues, using a knowledge of detail to support that focus rather than an end in itself. - Able to appreciate the reality of practical delivery and balance risk, reward and response. - Able to analyse and assess evidence to reach rational conclusions. - Able to demonstrate objectivity, integrity and discretion in decision making. - Effective interpersonal and communication skills. - Able to understand and contribute to the work and development of the Audit Committee.	S
Experience	- Working at (or with) large, complex organisations at a senior level. - Undertaken non-executive or Audit Committee roles. - Strategic management experience. - Specific experience in one or more of the following fields: - Financial Management - Internal Audit - External Audit - Risk Management	S D D S
Circumstances	Able to attend around four evening meetings per year in Romford, plus preparation time. Availability to attend periodic additional training for Committee Members.	

Term of Appointment

- Appointments are for an initial term of four years.

- Members may be reappointed for one further four-year term, subject to Council approval.

Allowance and Expenses

Independent Members will receive:

- An annual allowance of **£1,100** paid in monthly instalments.
- Reimbursement of reasonable travel and subsistence expenses in accordance with Council policy.

Time Commitment

The role requires:

- Attendance at approximately **four Audit Committee meetings per year**.
- Meetings are normally held in the evening and last approximately two hours.
- Meetings are held in person at:

Haverling Town Hall

Main Road
Romford
RM1 3BB

In addition, Members should allow time for reading agenda papers in advance of meetings and may attend optional training and development sessions throughout the year.

The estimated annual commitment is approximately **10–15 days per year**, including preparation and development activities.