



<b>8.18</b>	<b>AUDIT &amp; RISK COMMITTEE - APPOINTMENT OF EXTERNAL MEMBER</b>
<b>WARD:</b>	<b>WHOLE OF MUNICIPALITY</b>
<b>GENERAL MANAGER:</b>	<b>CHRIS CARROLL, ORGANISATIONAL PERFORMANCE</b>
<b>PREPARED BY:</b>	<b>JULIE SNOWDEN, CO-ORDINATOR RISK &amp; ASSURANCE</b>
<b>TRIM FILE NO:</b>	<b>98/01/12</b>
<b>ATTACHMENTS:</b>	<b>Nil</b>

**PURPOSE**

Seek the Council's approval to appoint an external member to the City of Port Phillip Audit and Risk Committee.

**1. RECOMMENDATION**

That Council:

- 1.1 Appoints Helen Lanyon as an external member of the City of Port Phillip Audit and Risk Committee commencing January 2018 for a period of three years ending January 2021.

**2. BACKGROUND**

- 2.1 Council is required by the Local Government Act 1989 (the Act) to establish an audit committee as an advisory committee of Council.
- 2.2 The membership structure of the Audit and Risk Committee is set out in the Committee Charter.
- 2.3 The Council will appoint as members of the Committee:
  - The Mayor and one other Councillor; and
  - Three (3) independent members, one of whom will be appointed by Council as Chairperson.
- 2.4 Ms Helen Lanyon was initially appointed to the Audit and Risk Committee in December 2011 for a three year term that expired in December 2014. As per the Audit and Risk Committee Charter 'Terms of Appointment', Helen's tenure was then renewed for a further three year period, with expiry due 01/01/2018. The Charter only allows one renewal so a vacancy now occurs with the position required to be advertised.



- 2.5 An advertisement seeking applications for external membership of the Committee was placed on Seek and on Council's website under public notices from Thursday 28 September 2017 through to Monday 9 October 2017.
- 2.6 Seventeen applications for the position were received.
- 2.7 Following an assessment of the applications against the selection criteria, the selection panel comprising the Mayor, Chief Executive Officer and the Executive Manager Service and Business Improvement has recommended that Helen Lanyon be reappointed to the Committee.
- 2.8 Helen is an exceptional candidate who has performed extremely well in the role, meets the Charter requirements and demonstrates the ability to provide support to Council in achieving its strategic objectives as per the Council Plan 2017-27. She has extensive experience on a broad range of advisory committees including Audit and Risk Committee Member of the Celtic Club Melbourne, St Vincent de Paul Society Victoria and City of Yarra, MIPS Animal Ethics Committee Member at Monash University and Finance Committee Member of the State Library of Victoria. She also has broad experience in the Corporate Services portfolio in a range of disciplines including finance, governance, human resource management, marketing, customer service and information technology.

### **3. KEY INFORMATION**

- 3.1 In accordance with the Audit and Risk Committee Charter:
  - 3.1.1 The appointment of the external members is the responsibility of Council.
  - 3.1.2 External members will be appointed for a three year term.
- 3.2 Council can:
  - 3.2.1 Appoint the applicant preferred by the selection panel; or
  - 3.2.2 Seek further advice or information about the other applicants.



## **FURTHER SUPPORTING INFORMATION**

### **4. CONSULTATION AND STAKEHOLDERS**

- 4.1 The selection panel comprising the Mayor, Chief Executive Officer and the Executive Manager Service and Business Improvement were involved in the analysis of the preferred applicants' applications against the selection criteria.

### **5. LEGAL AND RISK IMPLICATIONS**

- 5.1 Persons appointed to the Audit and Risk Committee should have relevant experience and meet the professional qualifications of the Charter. The preferred applicant has met the requirements.

### **6. FINANCE / RESOURCE IMPLICATIONS**

- 6.1 The remuneration paid to external members of the Audit and Risk Committee is allocated in the budget process.

### **7. OFFICER DIRECT OR INDIRECT INTEREST**

- 7.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.