



EXPRESSION OF INTEREST - CHAIRPERSON

AUDIT, RISK AND IMPROVEMENT COMMITTEE
Information Package

January 2025

Closes: 5pm Friday 21 February 2025



Goldenfields
Water

OVERVIEW

Goldenfields Water County Council Audit, Risk & Improvement Committee' and is an advisory committee to Goldenfields Water County Council pursuant to and in accordance with provisions contained in Section 355 of the Local Government Act 1993, and the Local Government (General) Regulations 2021.

The purpose of the Audit, Risk & Improvement Committee (Committee) is to provide independent assurance and assistance to Goldenfields Water County Council on risk management, control, governance, and external accountability responsibilities.

The Goldenfields Water Board is seeking interest for a new Chair to the committee.

COMMITTEE COMPOSITION AND TENURE

The Committee consists of:

Members (voting)

- 2 x Independent external members (not a member of the Council).
- 1 x Independent external member (not a member of the Council to be the chairperson).

Attendee (non-voting)

- General Manager
- Internal Auditor
- Corporate Services Manager

Invitees (non-voting)

- Representatives of the external auditor
- Other officers may attend by invitation as requested by the Committee.

The independent external member will be appointed for the term of council, after which they will be eligible for extension or re-appointment following a formal review of their performance. The members of the Committee, taken collectively, will have a broad range of skills and experience relevant to the operations of Goldenfields Water County Council. At least one member of the Committee shall have accounting or related financial management experience, with understanding of accounting and auditing standards in a public sector environment.

ROLES AND RESPONSIBILITIES

The Committee has no executive powers, except those expressly provided by the Council. In carrying out its responsibilities, the Committee must, at all times recognise that primary responsibility for management of Council rests with the Council and the General Manager as defined by the Local Government Act. The responsibilities of the Committee may be revised or expanded by the Council from time to time. The Committee's responsibilities are:

- Risk Management
- Control Framework
- External Accountability
- Legislative Compliance
- Internal Audit
- External Audit

Please refer to Goldenfields Water Policy [PP033 Audit, Risk & Improvement Committee Charter](#) for full details.

MEETINGS

The Committee will meet at least four times per year, with one of these meetings to include review and endorsement of the annual audited financial reports and external audit opinion. The need for any additional meetings will be decided by the Chair of the Committee, though other Committee members may make requests to the Chair for additional meetings. A forward meeting plan, including meeting dates and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in this Audit, Risk & Improvement Committee Charter.

RELEVANT DOCUMENTS

PP033 - Audit, Risk and Improvement Committee Charter

This document can be found at <https://www.gwcc.nsw.gov.au/About-Us/Publications/Policies>

Local Government (General) Amendment (Audit, Risk and Improvement Committees) Regulation 2023

This document can be found at <https://www.olg.nsw.gov.au/councils/governance/risk-management-audit-and-internal-controls/risk-management-and-internal-audit-framework-for-local-councils-in-nsw/>



ABOUT US

We supply drinking water to approximately 46,000 customers across an area of 22,526 square kilometres in parts of NSW's South West Slopes and Riverina regions

PROFILE

Goldenfields Water is responsible for water supply functions within the local government areas of Bland, Coolamon, Junee, Temora, and parts of Cootamundra-Gundagai, Hilltops and Narrandera.

We supply quality drinking water to approximately 46,000 customers across an area of 22,526 sq km in parts of NSW's South West Slopes and Riverina regions. Our system is made up of the Jugiong, Oura, Mt Arthur, Mt Daylight and Hylands Bridge water schemes.

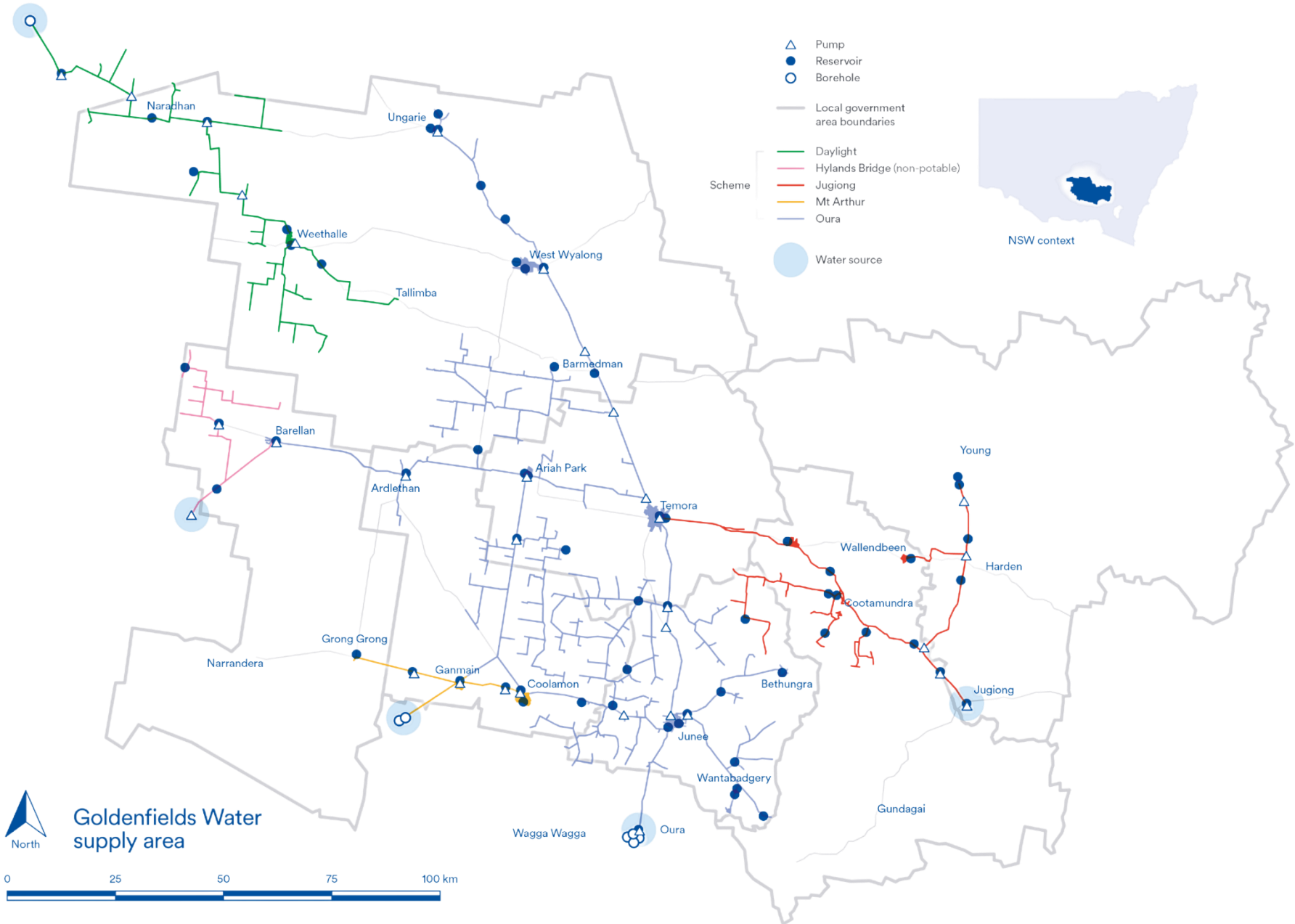
We have approximately 11, 974 properties connected directly to our drinking water supply network in Bland, Coolamon, Junee, Temora and parts of Cootamundra-Gundagai and Narrandera.

We also supply water in bulk to Hilltops and Cootamundra-Gundagai Councils, which distribute the water directly to residents in parts of their local government area.

The facilities owned and operated by Goldenfields Water include, but are not limited to the following:

- Five water treatment systems
- 34 water pumping stations (including river extraction and Jugiong Water Treatment Plant Pumping Station)
- 72 water supply reservoir sites with approximately 115 reservoirs
- Eight bores
- Six re-chlorination stations
- 2100 km of water mains

OUR NETWORK



EXPRESSION OF INTEREST

Applications are invited from suitably qualified individuals for the appointment to the position of Chair for the Audit, Risk and Improvement Committee (ARIC).

APPOINTMENT OF CHAIR

The appointment of Chair, to commence from March 2025, will be undertaken in accordance with the Office of Local Government's: Guidelines for Risk Management and Internal Audit for Local Government in NSW (the Guidelines). The appointment term for the Chair is up to four (4) years.

The appointment of chair will be required to satisfy the independence and eligibility criteria within the Guidelines. The chair will be required to possess strong leadership qualities, be able to lead effective committee meetings and maintain effective working relationships within the ARICs and the Councils.

The appointment panel will aim to ensure that the independent chair has recent and relevant experience in the areas of business, financial and legal compliance, risk management, internal audit and IT.

The committees' meeting cycle will be on a quarterly basis. The term of the appointment will be for a period of 4 years, and subject to review, a further 4 years may be offered. A typical meeting will run up to 2 hours and requires pre-reading of business papers.

The chair is required to lead the development of the Committee's 4-year Strategic Work Plan, its annual Operational Plan and annual reporting processes.

The fees payable for the chair position will be \$1500, per day excl. GST (inclusive of all preparation time).

APPOINTMENT OF CHAIR

The appointment term for the Chair is up to four (4) years, although the inaugural Committee will be offered a staggered term of between two (2) to four (4) years. This is to ensure continuity of knowledge, skills and experience by avoiding all members finishing their term at the same time.

Appointees may be reappointed by Goldenfields Water County Council upon further application at the expiry of the term for a total period of eight (8) years or two (2) terms. The fee payable for the Chair will be \$1500, per meeting excl. GST (inclusive of all preparation time).

SUPERANNUATION AND INSURANCES

Superannuation is paid in addition to the above set fee in accordance with the requirements of the Superannuation Guarantee (Administration) Act 1992. ARIC committee members will be covered under Council's insurance policies for public liability and professional indemnity.

ELIGIBILITY CRITERIA

The ARICs' chair and all independent voting members of ARIC must be independent to ensure they have no real or perceived bias or conflicts of interest that may interfere with their ability to act independently and can provide the Councils with robust, objective and unbiased advice about how the Council is functioning.

The chair must:

1. have leadership qualities
2. be able to promote effective working relationships in complex organisations
3. be able to communicate complex and sensitive assessments in a tactful way
4. have a sound understanding of the principles of good organisational governance
5. be able to understand local government accountability, including financial reporting
6. have a sound understanding of the business of the council or the environment in which it operates
7. have a sound understanding of the council's internal audit operations, including the selection and review of the internal audit co-ordinator for the council,
8. have a sound understanding of risk management principles
9. have extensive senior level experience in governance and management of complex organisations
10. be eligible to be appointed as an independent member of the Audit, Risk and Improvement
11. not be an employee of a council or a joint organisation.

PLEASE NOTE

- A criminal record and financial status (bankruptcy) check of all independent members will also be undertaken before an appointment is made.
- Each Council will appoint their independent members after consideration of a report and recommendation by the selection committee, following assessment of applications.
- Members of the Audit Risk and Improvement Committee are subject to the Council's Code of Conduct and the ARIC Terms of Reference, which is available on Council's website.

EOI SUBMISSIONS

Expressions of interest can be completed on Council's website via online application for at <https://www.gwcc.nsw.gov.au/About-Us/Our-People/Vacancies>

FURTHER INFORMATION

Contact General Manager, Aaron Drenovski on (02) 6977 3200.

CLOSING DATE: Friday 21 February 2025