

ROLE PROFILE

Position: Independent Member – Audit & Governance Committee

Allowance: £400 per meeting + reasonable travel expenses

1. Purpose of the Role

Provide independent assurance through rigorous oversight of HEYCA's governance, risk management, internal controls, and financial reporting, in accordance with professional standards and the Nolan Principles of Public Life.

You will contribute to robust oversight of HEYCA's financial stewardship across strategic investments in transport, skills, housing and economic growth. This is a non-executive role designed to support strategic assurance without involvement in operational delivery.

2. Main Duties

1. Oversee the integrity of financial reporting and external audit processes.
2. Monitor the effectiveness of risk management frameworks and internal control systems.
3. Review internal audit findings and counter-fraud arrangements.
4. Advise on, provide assurance and support the preparation and approval of the Annual Governance Statement, Statement of Accounts and Treasury Management Strategy.
5. Ensure compliance with relevant legislation, regulations and best practice standards.
6. Provide recommendations to strengthen financial controls and accountability.
7. Liaise with external auditors and senior finance officers to resolve audit issues.

3. Person Specification

The following criteria will guide selection. Essential qualities must be met; desirable qualities are beneficial but not mandatory. If you do not hold a relevant professional membership, you may still apply if you have equivalent experience.

Criteria	Essential	Desirable
Knowledge of public sector accounting and audit standards	✓	
Experience of governance frameworks	✓	
Ability to interpret financial statements	✓	
Strong analytical and problem-solving skills	✓	
Excellent written and verbal communication	✓	

Interpersonal and collaborative working skills	✓	
Impartiality, independent mindedness with ability to collaborate and provide constructive challenge when required	✓	
Professional background in finance, audit or risk		✓
Membership of a professional accounting body		✓
Experience liaising with external auditors		✓

4. Meetings & Commitment

The role requires attendance at:

- At least four formal in person meetings per year at offices within Hull and East Riding of Yorkshire
- Training and briefing sessions
- Occasional ad-hoc call-ins or reviews

Meetings are typically held during weekday afternoons. Adequate notice will be provided for training and briefings.

Independent Members are non-voting but participate equally in committee deliberations, contributing challenge, assurance, and oversight.

5. Term & Allowance

Successful candidates serve a fixed two-year term, receiving £400 per meeting, plus reasonable travel expenses for any in-person meetings or training.

HEYCA is committed to equality, diversity and inclusion. We welcome applications from all sections of the community and guarantee to consider every candidate on merit, regardless of age, disability, gender, ethnicity, religion or sexual orientation.

Applicants should complete the separate Independent Member Application Form in line with the criteria and expectations set out above.