**Hull and East Yorkshire Combined Authority**

**Application Form for Independent Members (Audit & Governance Committee)**

**Deadline:**  5 pm on **Friday 15 August 2025**

**Section 1: Personal Details**

*(Please type directly into the fields)*

Full Name: …………………………………………………………………………………………………………………………………..
Home Address:…………………………………………………………………………………………………………………..............
Telephone Number: ………………………………………………………………………………………………………………………
Email Address: …………………………………………………………………………………………………………………………….

**Section 2: Eligibility & Disqualification Declarations**

*Please confirm your eligibility by ticking each statement below. All criteria must be met to progress your application.*

☐ I am over 18 years of age
☐ I am resident in the HEYCA area (Hull or East Riding of Yorkshire)
☐ I am not currently, and have not in the past five years been, a member or officer of any constituent council of HEYCA (Hull City Council, East Riding of Yorkshire Council or one of their Parishes)
☐ I am not a member of any political party
☐ I have not been convicted of a criminal or financial offence
☐ I am not disqualified from holding public office under any enactment
☐ I or my partner/spouse have no close personal or family relationship with elected members or officers of HEYCA or its constituent councils (Hull and East Riding)
☐ I do not have any reputational, financial, or legal conflicts of interest that would prevent me serving independently or bring HEYCA into disrepute
☐ I confirm that the above declarations are accurate to the best of my knowledge

**Section 3: Time Commitment & Availability**

☐ I confirm availability for meetings and any training – see details in the advert & role profile.
☐ I am committed to upholding the Seven Principles of Public Life (Nolan Principles)

☐ I confirm that the above declarations and any information provided as part of the application are accurate to the best of my knowledge

**Date:** ……………………………………………………………………………………………………………………….

**Signature:** ………………………………….......................................................................................................

**Section 4: Personal Statement – Competency & Motivation**

*Please provide a separate typed statement (Word format, no more than 2000 words in total) addressing the following questions. Use specific examples and refer to the role profile as appropriate.*

1. **Contribution and Motivation**
Why are you interested in this position, and what relevant specific skills or experience will you bring to the committee?
2. **Governance & Financial Oversight**
Describe any experience you have in public sector governance, audit, financial reporting, or assurance.
3. **Understanding of Risk & Control**
Share how you’ve engaged with internal control systems, risk management, or audit processes.
4. **Objectivity & Independence**
What does impartiality in public service mean to you? How would you apply it in this role?
5. **Professional Membership or Financial Acumen**
Are you a member of any relevant professional body (e.g. CIPFA, ICAEW, ACCA, ACA, CIMA or similar), or do you have experience interpreting financial statements or treasury reports? (If not, please outline relevant experience instead.)

**Section 5: Referee Information**

Please provide details of two referees who can speak to your suitability. Referees will only be contacted following a successful interview.

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name** | **Relationship** | **Email Address** | **Telephone Number** |
|  |  |  |  |
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**Guidance Notes for Applicants**

**Purpose of the Role**

As an Independent Member of the Audit & Governance Committee, you will help HEYCA uphold the highest standards of financial integrity, governance assurance, and ethical oversight. You will provide impartial advice and constructive challenge on audit plans, financial statements, risk frameworks, and internal controls.

**Eligibility**

Candidates with disqualifying factors (e.g. recent political membership or council employment) will be ineligible. Independence is critical. Eligibility/disqualification criteria are set out in the statutory instrument.

**Completing Your Statement**

Use specific examples:

 “I previously served on a charity audit as a…”

 “I reviewed risk registers and compliance reports…”

 “I challenged financial variance explanations during board reviews…”

Please avoid generic phrases such as “I care about governance”; focus on **what you did** and the **impact it had.**

**Selection Process**

Shortlisting will be based on application form responses. Interviews will explore your understanding of the role, skills, professional expertise, experience and your independent-minded approach. Only successful candidates will be contacted for an interview.

**Accessibility & Submission:**

If you require reasonable adjustments, please contact our Director of Legal & Governance and Monitoring Officer, Jayne La Grua, at Jayne.LaGrua@hullandeastyorkshire.gov.uk.

Please return your completed form and supporting statement to the aforementioned email address.

**Application Deadline:** 5 pm on **Friday 15 August 2025**

**Interview (via Teams):** Likely week commencing **18 or 25 August 2025**

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