**Expressions of Interest**

**Independent Member, Audit and Risk Committee**

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| **Expressions of interest closing date** | Sunday, 3 August 2025 |
| **Duration** | Three-year appointment. The Member will be eligible for extension or re-appointment for a further three-year term, depending on performance. The appointment, re-appointment or extension will be made by Council resolution. |
| **Payment** | Payment offered for each meeting is approximately $1,800 (ex GST). |
| **References, qualifications & police check requirements** | Minimum of two referees.  National Police Check and evidence of qualifications are required. |

**Introduction**

Whitehorse City Council seeks a qualified Independent Member for the Audit and Risk Committee. The ideal candidate will bring expertise in risk and assurance, legislative and corporate governance, project management, and cyber security.

**About Whitehorse City Council**

At [Whitehorse City Council](https://www.whitehorse.vic.gov.au/), community is at the heart of everything we do.

We aspire to be a healthy, vibrant, prosperous and sustainable community. We enable this through strong leadership and community partnerships. We strive to stay ahead of evolving changes and needs of our community.

Our five key principles empower us to be innovative and provide an excellent customer experience. We are a resilient organisation where everyone belongs.



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| **Location** | The [City of Whitehorse](https://www.whitehorse.vic.gov.au/about-council/facts-maps) is located in Melbourne's middle-eastern suburbs, between 12 and 22 kilometres east of the Melbourne CBD. |
| **Area** | 64.24 square km |
| **Population** | 178,639 ABS ERP 2023 |
| **Whitehorse Civic Centre** | 379-399 Whitehorse Road Nunawading |
| **Service Centres** | Box Hill Town Hall  Forest Hill Chase Shopping Centre |
| **Operational budget** | $187 million |
| **Capital works program** | $53 million |
| **Organisational Structure** | Click [here](https://www.whitehorse.vic.gov.au/about-council/who-we-are/executive-leadership-team) for details about the Executive Leadership Team and organisational structure. |

Whitehorse has established an Audit and Risk Committee in accordance with the *Local Government Act 2020* (Act). The Committee’s functions and responsibilities as set out in the Act include:

* Monitor the compliance of Council policies and procedures with –
  + The overarching governance principles; and
  + This Act and the regulations and any Ministerial directions
* Monitor Council financial and performance reporting
* Monitor and provide advice on risk management and fraud prevention systems and controls
* Oversee internal and external audit functions; and
* Include monitoring the compliance of Council policies and procedures.

The Audit and Risk Committee meets a minimum of five times per year at Council’s Nunawading office at 379-399 Whitehorse Road. The meetings are held on Wednesday mornings. Members are expected to attend each meeting in person and be available to meet out of session.

**Key Selection Criteria – skills & experience required**

We are seeking expressions of interest from candidates with expertise in following areas:

* A strong understanding of risk and assurance, legislative and corporate governance, project management.
* Specific expertise in Information Technology and Cybersecurity.
* Graduate Membership of the Australian Institute of Company Directors will be highly regarded.
* Previous experience serving on similar committees or boards for either government, private entity, or Not-For-Profit organisations.

**Milestones for appointment**

The following are a guide only for the appointment of the Independent Member. These dates are indicative and subject to revision by Council.

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| EOI advertised | Thursday, 17 July 2025 |
| Closing date | Sunday, 3 August 2025 |
| Interviews and reference checks | Monday, 11 August to Friday, 22 August 2025 |
| Recommendation for appointment | Monday, 22 September 2025 (Council Meeting) |
| Term commences | Wednesday, 1 October 2025 |

**How to apply**

Expressions of Interest should include:

* Your skills, experience and qualifications
* 1–2-page summary addressing the Key Selection Criteria
* Names of two (2) professional referees

For any information, please contact Sajhneeta Singh, Coordinator Audit and Assurance via email at [sajhneeta.singh@whitehorse.vic.gov.au](mailto:sajhneeta.singh@whitehorse.vic.gov.au) or telephone 03 9262 6354.

**Expressions of Interest must be submitted via the online portal by Sunday, 3 August 2025.**