

## APPLICATION TO SERVE AS LAY PERSON ON GOVERNANCE AND AUDIT COMMITTEE

Applications for the role of lay persons are welcome from anyone who:

- Is not a member or an officer of any local authority,
- Has not been at any time in the period of twelve months ending with the date of appointment been a member or an officer of any local authority, and
- Is not the spouse or civil partner of a member or an officer of any local authority.
- Is not disqualified under Section 80 of the Local Government Act 1972 or any other enactment.

### Section 1: Personal Details

Last name:	Title:
First name:	
Address:	
Telephone No:	Email:
Present occupation (if applicable):	
Name, Address and Telephone of present employer:	
Connection to local area (if any), e.g. resident, second homeowner, etc.	

### Section 2: Employment & Experience

Please provide details of relevant employment or voluntary work undertaken which have provided you with the skills and experience to undertake this role, specifically in relation to Governance, Finance, Internal Audit, Risk Management, Public Policy and Improvement:

Name of employer/appointing body	Dates position held (from/to)	Positions held and nature of responsibility


### Section 3: Qualifications, Skills & Competencies

Please outline relevant academic, professional and/or vocational qualifications specifically in the areas of Governance, Finance, Internal Audit, Risk Management, Public Policy, and Improvement:

Qualification	Date Obtained	Awarding Body

Please provide examples to demonstrate how you meet the following competencies:

#### **Scrutiny and challenge**

*To act as a critical friend by applying intellectual curiosity and professional scepticism to accepted views/opinions and challenge constructively.*

Click or tap here to enter text.

#### **Good judgement**

*To take a balanced, open-minded and objective approach that recognises the role of good governance in supporting the achievement of organisational objectives.*

Click or tap here to enter text.

#### **Ability to communicate effectively**

*To explain your views positively and clearly, and a willingness to listen to and influence others.*

Click or tap here to enter text.

#### **Analytical ability**

*The ability to monitor performance effectively by interpreting and questioning complex data including financial, statistical and performance information.*

Click or tap here to enter text.

**Strategic Thinking**

*The ability to think and make decisions strategically, informed by rigorous analysis; rising above the detail and seeing issues from a wider and forward-looking perspective.*

Click or tap here to enter text.

**Relationship Building**

*The ability to develop a strong team ethos and to effectively engage with a wider group of stakeholders to secure positive outcomes.*

Click or tap here to enter text.

## Section 4: Interests & Availability

Please give details of your availability to attend meetings of the Governance and Audit Committees and any particular working days or times when you would generally be unable to attend:

Click or tap here to enter text.

Please indicate why you are interested in serving on the authority's Governance and Audit Committee:

Click or tap here to enter text.

Do you undertake any public role, for example, Justice of the Peace, School Governor, Trade Union Official, Community Council Member or a member of another local government committee?	
Declarations of interest: please outline if you have a connection to the authority to which you are applying. This could be a connection to a serving officer within the authority, an elected member, or a business connection.	
Please indicate if you would be willing to be considered for the position of the Chair of the Committee: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Signed:	Date:

## Section 5: References

Last name:	Title:
First name:	
Relationship to you:	
Occupation:	
Organisation:	
Contact telephone:	
Contact email:	

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Occupation:	
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Contact telephone:	
Contact email:	