

POSITION

INDEPENDENT AUDIT AND RISK COMMITTEE MEMBER

PREAMBLE

The Adelaide Hills Region Waste Management Authority (AHRWMA/Authority) is a Local Government Regional Subsidiary established under Section 43 of the *Local Government Act 1999* and operates under the framework established via the [Charter](#) and [Strategic Plan 2034](#).

AHRWMA undertakes landfill operations, transfer station management, waste logistics, resource recovery, and provides technical advice, support and waste and recycling education for the benefit of its Constituent Councils and their communities.

The four Constituent Councils of AHRWMA are:

- Adelaide Hills Council
- Alexandrina Council
- Mount Barker District Council
- Rural City of Murray Bridge

The Audit and Risk Committee (ARC) is a key advisory committee to the AHRWMA Board, providing independent assurance and advice on financial management, internal controls, risk management, and governance to ensure accountability, transparency, and continuous improvement in the Authority's operations.

POSITION TITLE	INDEPENDENT AUDIT AND RISK COMMITTEE MEMBER
CLASSIFICATION	Independent Member (Fee per meeting as determined by the Board)
APPOINTMENT TYPE	Term appointment – 2 years, with eligibility for reappointment
DEPARTMENT	Corporate Governance and Risk
POLICE CLEARANCE	Not required, however all members are subject to probity and conflict of interest checks in accordance with the <i>Local Government Act 1999</i> .
REPORTS TO	AHRWMA Board

POSITION OBJECTIVES	The role of the Independent ARC Member is to provide expert, independent advice and oversight to the AHRWMA Board in areas of financial management, audit, risk, and governance. Key objectives are to:
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	• Strengthen the Authority's governance and risk management frameworks. • Provide assurance on financial sustainability and integrity of reporting. • Support effective liaison between the external auditor and the Board. • Promote compliance with legislative requirements and best practice. • Contribute to the continuous improvement and strategic direction of AHRWMA.
CONDITIONS	• Meetings are typically held quarterly at AHRWMA's principal office or via electronic means. • Sitting fees are determined by the AHRWMA Board. • Independent Members must remain impartial, free of conflicts of interest, and adhere to the Authority's <i>Code of Conduct</i> and <i>Terms of Reference</i>. • The role may require attendance at special meetings or workshops as scheduled by the Committee Chairperson.
KEY RESPONSIBILITIES	• Review and provide advice on financial statements, the draft annual report, and the external audit process. • Monitor the adequacy and effectiveness of internal controls and risk management systems. • Oversee internal audit activities and monitor implementation of recommendations. • Review and make recommendations on the Authority's Long Term Financial Plan, Asset Management Plans, and significant financial or strategic matters. • Provide commentary and advice on financial sustainability, risk exposure, and mitigation strategies.

	• Ensure the Authority complies with relevant legislation, regulations, and policies. • Promote ethical conduct, integrity, and transparency in all ARC activities. • Contribute to the development and implementation of the Committee's Annual Work Plan. • Participate in the Committee's annual performance review and reporting to the Board. • Support the CEO and management through constructive challenge, feedback, and independent insight.
GENERAL RESPONSIBILITIES	• Comply with AHRWMA's <i>Code of Conduct</i>, Behaviour Standards, and governance policies. • Maintain confidentiality of all information obtained through Committee work. • Contribute to collective decision-making in accordance with AHRWMA's governance framework. • Ensure compliance with disclosure and return requirements under the <i>Local Government Act 1999</i>.
WORK HEALTH & SAFETY RESPONSIBILITIES	• Take reasonable care for personal health and safety and that of others while performing duties. • Support a culture of safety, wellbeing, and accountability within AHRWMA operations. • Comply with all AHRWMA WHS policies and procedures when on-site or participating in official meetings.
JUDGEMENT & DECISION MAKING	• Apply professional judgement, analytical reasoning, and independent thought in evaluating reports and recommendations. • Assess risk and performance data objectively and constructively.

	• Exercise discretion and sound decision-making in line with legislative and ethical obligations.
REQUIRED / DESIRED SKILLS & KNOWLEDGE	Essential: • Demonstrated understanding of financial management, audit, or risk management frameworks. • Knowledge of local government operations, governance, and accountability principles. • Strong analytical and critical thinking skills. • Excellent communication and interpersonal skills. • Ability to interpret complex financial or operational information. • High standard of ethical conduct, confidentiality, and impartiality. • Understanding of public sector accountability and reporting requirements. Desirable: • Knowledge of waste, recycling, and circular economy initiatives. • Strategic understanding of marketing, partnerships, or community engagement.
REQUIRED EXPERIENCE & QUALIFICATIONS	Essential: • Demonstrated experience in finance, governance, risk, or audit roles. • Proven record of independent decision-making and strategic insight. • Experience in reviewing complex reports and providing recommendations. Desirable: • Qualifications in business, accounting, risk management, or a related discipline.

	• Membership or completion of the Australian Institute of Company Directors (AICD) course. • Experience in public sector, local government, or environmental industries. • Understanding of sustainability and resource recovery principles. • Commercial acumen with experience in business development or financial diversification. Experience with innovation, technology, or project delivery in an operational environment.
SPECIAL CONDITIONS	• Must maintain independence from AHRWMA and its Constituent Councils. • Must disclose any conflicts of interest in accordance with the <i>Local Government Act 1999</i>. • May be required to undertake relevant professional development during the term of appointment.

This position description reflecting the responsibilities, duties and skill requirements for the position, has been discussed with the incumbent.