

Shire of Cocos (Keeling) Islands

**EXPRESSIONS OF INTEREST FOR AN INDEPENDENT
MEMBER OF THE AUDIT AND GOVERNANCE COMMITTEE
FOR A TWO-YEAR PERIOD**

Background:

The Shire of Cocos (Keeling) Islands, located 2750 kms northwest of Perth, Western Australia, is seeking expressions of interest for the position of an external member on its Audit and Governance Committee. Comprising 27 coral islands forming two atolls, the Cocos (Keeling) Islands offer a unique blend of pristine beaches, world-class diving, and the rich culture of the Cocos Malay people.

Shire Overview:

With approximately 550 residents, the Shire is governed by a Council consisting of the Shire President, Deputy Shire President, and five Councillors. Council meetings are held monthly, and the Shire operates under the *Local Government Act 1995 (WA)(CKI)*.

Audit and Governance Committee:

In compliance with legislative requirements, the Shire has established the Audit and Governance Committee, currently comprising three elected members. The Committee aims to enhance financial and governance practices within the Shire, with a recent resolution to include one external member.

Legislative Framework:

The principle legislation governing local governments is the *Local Government Act 1995 (WA)(CKI)*. The Act was amended in 2017, allowing the Office of Auditor General (OAG) to conduct financial and performance audits for local governments.

Purpose of the Expression of Interest:

The Shire seeks an external member for its Audit and Governance Committee to bring specific financial and governance skills. While Council members are considered independent, the Department of Local Government's guidelines recommend external membership for added expertise.

Role of External Member:

The external member will actively participate in committee meetings, either in person or via tele/video conferencing. Travel to the Cocos (Keeling) Islands for one in-person meeting per year is anticipated, with costs covered by the Shire.

Essential Requirements for Consideration:

Applicants must demonstrate relevant experience and qualifications in financial management, risk management, corporate governance, or auditing.

Remuneration:

This is a voluntary, unpaid appointment. Travel costs for the external member's visit to the Cocos (Keeling) Islands will be covered, subject to budget requirements and mutual agreement.

Evaluation Process:

Expressions of interest will be presented to the Audit and Governance Management Committee for assessment. Depending on the response, an internal panel may develop a shortlist.

Lodgement Process:

Expressions of interest should be submitted by 12:00 noon (WA Standard Time) on Monday, 22 January 2024. Electronic responses can be sent via email to the Shire's Manager Governance Risk and Planning at ibrahim.macrae@cocos.wa.gov.au , marked for the attention of Frank Mills, Chief Executive Officer. Hand-delivered or posted submissions are also accepted, addressed to:

Frank Mills
Chief Executive Officer
Shire of Cocos (Keeling) Islands
PO Box 1094 Home Island
Cocos (Keeling) Islands
INDIAN OCEAN 6799

For further information, contact Frank Mills at (08) 9162 6649 or frank.mills@cocos.wa.gov.au .

Thank you for considering this opportunity to contribute to the governance and financial oversight of the Shire of Cocos (Keeling) Islands.