

City of London Corporation Committee Report

Committee(s): Audit Risk Management Committee – For Decision	Dated: 12 May 2025
Subject: External Member Appointment – Update	Public report: For Decision
This proposal: <ul style="list-style-type: none"> • provides statutory duties • provides business enabling functions 	
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	£0
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of:	Town Clerk
Report author:	Blair Stringman, Governance Officer

Summary

This report provides an update on the recruitment of an External Member to the Audit Risk Management Committee since its last meeting and recommends the process for recruitment to the vacancy. Following the close of advertisement, two candidates were interviewed, however, neither were successful and as such a vacancy for an external Member on the Audit Risk Management Committee remains. As such, this report asks the Committee to agree the approach outlined in the recommendations for recruitment.

Recommendation(s)

Members are asked to:

- Authorise the Town Clerk to finalise the Job Description for and External Member of the Audit Risk Management Committee.
- Endorse a panel consisting of the Chairman, Deputy Chairman(s) of the Audit Risk Management Committee and an appropriate officer of the Corporation to conduct interviews for potential candidates.

- c) Delegate authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman(s), to recommend a candidate to the Court of Common Council meeting in September 2025 following interviews for shortlisted candidates.

Main Report

Background

1. At the Committee meeting in November 2024, Karen Sanderson gave notice of her intention not to stand for reappointment following the expiry of her term in April 2025. Following this, the Committee authorised the Town Clerk to finalise the role profile and application form for External Member of The Audit and Risk Management Committee, for a term of three years.
2. Advertisement for the position closed on 17th January 2025 and at the Committee meeting in February 2025, Members reviewed the two applications received and were asked for comments. Additionally, the Committee were asked to approve a panel with the Chairman, Deputy Chairman(s) of the Audit Risk Management Committee, and a Corporation officer to conduct candidate interviews. Members also agreed to authorise the Town Clerk, in consultation with the Chairman and Deputy Chairman(s), to recommend a candidate to the Court of Common Council in April 2025 following interviews.
3. Both candidates were subsequently invited for interviews, however, the panel unanimously agreed that neither candidate was suitable for the vacancy as an Independent Member on the Corporation's Audit and Risk Management Committee and agreed that a further review needed to be undertaken to fill the vacancy.

Current Position

4. The panel provided feedback to the Town Clerk and asked that modifications be made to the Job Specification in the first instance prior to advertisement again for the role and that this be considered by the Audit Risk Management Committee at its next meeting.
5. Given the proximity of the next meeting of the Audit Risk Management Committee, there is insufficient time to advertise, interview, and fill the vacancy prior. Additionally, it would not be beneficial for the Committee to shorten the advertisement period as this may limit the number of potential applicants. Therefore, it is proposed that recommendation of a candidate be taken to Court of Common Council in September 2025.
6. The Audit Risk Management Committee remains to have a vacancy position for an Independent Member which is intended to be filled in September 2025.

Options

7. **Option 1** – Agree the recommendations to facilitate filling the vacancy of an external Member of the Audit Risk Management Committee for a full Membership to exist in September. **(This is recommended).**
8. **Option 2** – Delay the recommended approach and wait until the next meeting of the Audit Risk Management Committee, this will delay the processes to fill the vacancy on the Committee. **(This is not recommended).**

Proposals

9. Members are asked to endorse Option 1 as proposed in the recommendations of the report. This will ensure the Committee can effectively oversee internal control, risk management, and governance. External Members bring valuable independent perspectives, enhancing the committee's objectivity and decision-making. Agreeing to the recommendations will maintain high standards of governance and risk management within the organisation.

Corporate & Strategic Implications

Strategic implications – The recommended approach aligns with the corporate plan by ensuring recruitment of an external Member, maintaining high standards of governance, and enhancing decision-making with independent perspectives.

Financial implications – None.

Resource Implications - There are potential resource implications concerning the onboarding and training of a new member.

Legal implications – None.

Risk implications – None.

Equalities implications – The advertisement was open to all eligible candidates. A panel consisting of the Chairman, Deputy Chairman(s), and an appropriate officer will conduct interviews, ensuring a fair and balanced selection process.

Climate implications – None.

Security implications – None.

Conclusion

10. It is recommended that the Committee approves the recommendation(s) as outlined in the report in order to facilitate filling a vacancy for an external Member prior to its Committee meeting in September 2025. This will ensure that the Committee can continue to function effectively and maintain its full complement of Members, thereby supporting its ability to fulfil its responsibilities and make informed decisions.

Blair Stringman

Governance Officer, Town Clerk's Department

E: Blair.Stringman@cityoflondon.gov.uk