

Agenda Item 10b	Appendix
Co-option of Independent Members	1

Proposed process

Agreed Date

Job description and person specification drafted by CFO, the Monitoring Officer and Scrutiny Officer in consultation with the chair of the Audit and Governance Committee.

Final draft proposal, job description / person specification presented to Audit and Governance Committee for review and approval.

Proposal presented to CA Board for agreement.

If CA Board agrees, expressions of interest to be requested from Councillors in Constituent Councils for co-option as a non-voting member(s) and substitute of Audit and Governance Committee.

Selection of candidates to be determined by process approved by Audit & Governance.

Interviews for shortlisted candidates.

First meeting of Audit and Risk Management Committee with co-opted independent member(s) in attendance.