

Role Profile: Loch Lomond and the Trossachs National Park Authority Board

Role:

Chair of Audit and Risk Committee

Context:

See [Board Member Role Profile](#)

The Chair of the Audit and Risk Committee is a key role in the governance structure of the National Park Authority. The Audit and Risk Committee is a statutory sub-committee of the Board and meets 4 times per year to monitor organisational risk, risk appetite and organisational opportunities in-year. The committee interrogates internal audits, external audits, finance and annual financial accounts.

Training, support and development is available to the Chair of Audit and Risk Committee, and we encourage a skills-based approach to nominating and electing the Chair.

Skills of an Effective Chair of Audit and Risk Committee:

- Commitment to training and development of committee members
- Formal and informal communication skills
- Comfortable and confident in chairing meetings
- Ability to develop and maintain strong working relationships
- Ability to think critically

Characteristics of an Effective Audit and Risk Committee:

- Understanding of organisational risk and risk appetite
- Commitment to developing organisational opportunities
- Ability to scrutinise financial accounting
- Understanding of assurance frameworks, audit processes and internal control environment

The Chair will draw on the knowledge, experience and skills of Committee Members to ensure the Committee is successful. They do not need to personally embody all of the characteristics above, but through their role they

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will work with the Depute Chair and Committee Members to lead, develop and contribute to the effectiveness of the Audit and Risk Committee.

Duties and Responsibilities:

- Chair the meetings of Loch Lomond and the Trossachs National Park Authority Audit and Risk Committee
- Ensure that the committee provides appropriate assurance to the Accountable Officer
- Ensure that there is an appropriate process between meetings for action points arising from committee business
- Conduct an annual review of the overall effectiveness of the committee and its terms of reference
- Provide committee members with an annual assessment of their performance
- Attend meetings of Chairs and Executive Group (4 per year) to provide updates on Audit and Risk Committee activity
- Provide an urgent reporting line to the Convenor and/or Chief Executive as appropriate to raise any significant unanticipated risks should they arise

Time Commitment and Remuneration:

The Chair of Audit and Risk Committee is required to commit a total of 4 days per month to their role and are paid £226.75 per day (subject to review) per day for their work.