

SELECTION AND APPOINTMENT OF INDEPENDENT PERSON(S)

To: **Constitution and Ethics Committee**

Meeting Date: **1 October 2019**

From: **Director of Governance and Legal Services and
Monitoring Officer**

Purpose: **To consider what arrangements for the appointment of an
Independent Person(s) should be recommended to
Council in preparation for the expiry of the current
appointments on 15 October 2019.**

Recommendation: **The Committee is asked to recommend to Council to:**

- a) Extend the current appointment of Gillian Holmes
as Independent Person to 15 October 2022; and**
- b) Appoint Grant Osbourn as an Independent Person
to 15 October 2022.**

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1. BACKGROUND

- 1.1 The Committee considered a report on the arrangements for the appointment of an Independent Person(s) at its meeting on 4 April 2019. Following a recommendation from the Committee, Full Council approved on 14 May 2019 an amendment to the Committee's Terms of Reference in the Constitution as set out below:
- Authority to select and recommend to Council persons for appointment as an Independent Person.
- 1.2 On the recommendation of the Committee, Full Council also agreed to:
- Set the level of remuneration at £500 for each Independent Person so that it could be included in information supplied to applicants for the post of Independent Person.
- 1.3 At this meeting, the Committee agreed to authorise the Monitoring Officer, in consultation with the Chairman/woman of the Constitution and Ethics Committee, to take all necessary steps towards the selection of suitable candidates to be recommended to Full Council for appointment as an Independent Person. Council was informed that the Committee would recommend names for appointment to be presented to Council in October.
- 1.4 In line with when the position was last advertised in 2012, the Cambridgeshire and Peterborough Fire Authority asked to be included as part of the process to avoid it having to advertise separately.
- 1.5 At its last meeting, the Committee considered a report outlining the interview process for the selection and appointment of an Independent Person. It agreed the interview process including the following as set out in the report:
- The advert and advertising process;
 - The establishment of a four member interview panel;
 - The application pack; and
 - The timetable

2. ADVERTISING FOR AN INDEPENDENT PERSON

- 2.1 The advert set out below was placed on the front of the Council and Cambridgeshire Fire and Rescue Service's websites:

APPOINTMENT OF INDEPENDENT PERSON

Cambridgeshire County Council and Cambridgeshire and Peterborough Fire Authority are looking to appoint an Independent Person to help the Monitoring Officer of both organisations in assessing complaints of alleged misconduct by members of the Council and Fire Authority.

The Council and the Fire Authority have a code of conduct setting out the standards of behaviour expected of its members. If a complaint is made, the Independent Person is consulted for an independent and impartial view before a decision is made on what to do.

We are looking for someone with the experience and knowledge that the public would recognise and respect as bringing an impartial and informed perspective.

To ensure your voice is independent there are restrictions on who can apply; you must not have been a member or an officer of the Council and or Fire Authority within the last five years, or be a relative or a close friend of such a member or officer. The appointment will come into effect on 15 October 2019 for the Council and 7 November 2019 for the Fire Authority for an initial period of two years, with the possibility that the period may be extended. Appropriate training will be given. The Council and the Fire Authority currently pay a small allowance of £500 and £250 per year respectively and will reimburse necessary travel expenses.

If you are interested in being an Independent Person please contact Michelle Rowe, Democratic Services Manager for an information pack and application form.

Telephone: 01223 699180 Email: michelle.rowe@cambridgeshire.gov.uk

Completed application forms must be received by **Friday 31 July 2019**. Interviews for short-listed candidates will take place on Monday 2 September 2019. Short-listed applicants will be advised of the time of interview in due course.

- 2.2 As part of the advertising process, the Communications and Marketing Advisor posted messages on social media including reminder messages throughout the month.
- 2.3 Unfortunately, the Council did not receive any applications for the position. On the advice of the Monitoring Officer, the Democratic Services Manager contacted Cambridge City Council, and East Cambridgeshire, Fenland, Huntingdonshire and South Cambridgeshire District Councils to see whether their Independent Person(s) would be interested in the role. The Council received one expression of interest from the Independent Person for South Cambridgeshire District Council.
- 2.4 The Panel nominated by the Committee was sent the application pack for the Independent Person for South Cambridgeshire District Council for consideration. All members of the Panel have confirmed that they are happy to recommend his appointment to the Committee without the need for an interview.

3. CURRENT ISSUES

- 3.1 Arrangements are needed for Full Council to appoint one or more independent persons beyond 15 October 2019.
- 3.2 Responsibility for appointing the independent person(s) rests with Council and cannot be delegated.
- 3.3 It is recommended that the appointment of Gillian Holmes as Independent Person be extended to 15 October 2022.
- 3.4 Members of the Panel agreed to recommend the appointment of Grant Osbourn to the Committee for approval for recommendation to full Council.

Source Documents	Location
<p>Constitution and Ethics Committee – 4 April and 27 June 2019</p> <p>Council – 14 May 2019</p> <p>Chapter 7 of the Localism Act 2011</p> <p>Local Government Ethical Standards – A Review by the Committee on Standards in Public Life</p>	<p>https://cambridgeshire.cmis.uk.com/cc_c_live/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/10/Default.aspx</p> <p>County Council meeting 14/05/2019</p> <p>http://www.legislation.gov.uk/ukpga/2011/20/part/1/chapter/7</p> <p>https://www.gov.uk/government/organisations/the-committee-on-standards-in-public-life</p>