



Haringey Council

Agenda item:

[No.]

Standards Committee

On 14 January 2010

Report Title: **Recruitment of Independent Member of Standards Committee 2009/10**

Forward Plan reference number :

Report of: **Monitoring Officer**

Wards(s) affected: **All**

Report for: Non – Key decision

1. Purpose

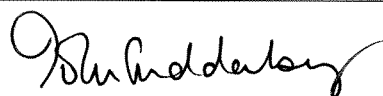
To agree the recruitment process for an Independent Member of the Standards Committee to take office from May 2010 in accordance with the requirements in the Local Government Act 2000 and the Relevant Authorities (Standards Committee) Regulations 2001.

2. Recommendations

- 2.1 To agree the recruitment of 1 Independent Member of the Standards Committee for a period of 4 years commencing 24 May 2010;
- 2.2 To agree the recruitment timetable as follows:
 - early January 2010 – advertisement placed
 - 29 January 2010 – closing date
 - early February 2010 – short listing – weeks commencing 1st or 8th
 - March 2010 – interviews - weeks commencing 1st or 8th
 - March 2010 – appointment and initial training
 - Confirmation of appointment at Annual Council on 24 May 2010
- 2.3 To agree the job description and person specification attached as Appendix One.
- 2.4 To authorise the placing of an advert attached as Appendix Two to invite suitable individuals to apply to fill the 1 independent member vacancy;

- 2.5 To agree the application form attached as Appendix Three;
- 2.6 To establish a short listing and interview panel consisting of 2 Independent Members and 2 Councillor Members of the Standards Committee to consider the selection of independent members; and
- 2.7 To agree to extend the term of the Independent Member Carol Sykes (whose term of office expires on 24 May 2010) by one year to 23 May 2011.
- 2.8 To consider whether to increase the Independent Membership of the Committee by an additional one Member is appropriate, given the current Municipal Year's increase in the number of Assessment, and Review Sub-Committees, and Determination Hearings and the demand for members to sit on each.
- 2.9 That should the Committee agree to increasing the Independent Membership by one then the recommendation be put to full Council in January 2010 to agree to the increase and that the Council's constitution be amended to reflect this increase accordingly.

Report Authorised by: **Monitoring Officer**



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3. Director of Finance Comments

- 3.1. Costs of running the independent member recruitment programme will be borne by the Legal Services budget.

4. Head of Legal Services Comments

The legal implications are indicated in the report

5. Local Government (Access to Information) Act 1985

5.1. Local Government Act 2000 and relevant regulations.

5.2. Haringey Council Constitution.

5.3. Standards Board for England Guidance.

5.4. Member Services and Legal Services Files.

6. Report

6.1 Background

Haringey's Constitution states that the Standards Committee is composed of 8 councillors and 5 independent members and that the independent members must not be councillors or officers of the Council or any other body with a Standards Committee.

The legislation requires that independent members:

- must not have been a member or employee of Haringey Council within 5 years before the date of appointment;
- must not be a relative or close friend of a member or employee of Haringey Council;
- must have filled in an application form for the position;
- must have been approved by the majority of Council's members and that the position must have been advertised in at least one newspaper distributed in the Council's area.

Standards for England's guidance on Standards Committee relating to Independent Members is included in Appendix 4 to this report.

It is recommended that the Standards Committee set up a panel of 4 members of the Standards Committee (including two independent member) to shortlist and then interview applicants with a view to recommending independent members to full Council for appointment. The Panel will be advised by the Monitoring Officer.

7 Recruitment Timetable

7.1 The term of office of 1 out of the 5 independent members (R Lovegrove) was extended by a further year until May 2010 (the date of the Annual General Meeting of the Council). The resultant vacancy arises due to this Independent Member ceasing to be a Member on 24 May 2010. The term of office of a further Independent member (Carol Sykes) is also due to cease on 24 May 2010. As with previous practice it is proposed that Carol Sykes has her term of office extended by a further year in order to maintain continuity to the existing Independent Membership.

7.2 A recruitment process for the one resulting vacancy should commence as follows:

- early January 2010 – advertisement placed
- 29 January 2010 – closing date
- early February 2010 – short listing – weeks commencing 1st or 8th
- March 2010 – interviews - weeks commencing 1st or 8th
- March 2010 – appointment and initial training
- Confirmation of appointment at Annual Council on 24 May 2010

7.3 Appendix Two is a draft advert for independent members, a copy of that issued in the 2009 recruitment process. The Standards Committee is asked to agree the advert and decide where they wish the advert to be placed. It is recommended that it goes in Haringey People, on the Haringey Council website, in Job Search and in local papers.

7.4 The person specification and job description and person specification used in the last recruitment process is attached as Appendix One and the Standards Committee is recommended to agree this for the proposed recruitment round.

7.5 The application form used in the last recruitment process is attached as Appendix Three. The Standards Committee is recommended to agree this for the proposed recruitment round.

7.6 The Monitoring Officer will produce an information pack for applicants to be sent out with the application form. A covering letter will be signed by the Chair.

7.7 In addition to recruiting to the existing vacancy as referred to the Committee may wish consider whether it is appropriate to increase the number of Independent Members by one additional Independent member making a total of 6 Independent Members. The reason for the increase would be to allow for continuity in seeking members to sit on Assessment and Review Sub-Committees, and Determination Hearings, given the increase in the number of Assessment Sub-Committees and Determination Hearings in the current Municipal Year and the draw of members to sit on each.

7.8 It was within the Council's powers to amend the constitution to make such changes and that this could be reported to the next full Council in January 2010 as a recommendation of the Standards Committee.

8. Recommendations

8.1 To agree the recruitment of 1 Independent Member of the Standards Committee for a period of 4 years commencing 24 May 2010;

8.2 To agree the recruitment timetable as follows:

- early January 2010 – advertisement placed
- 29 January 2010 – closing date
- early February 2010 – short listing – weeks commencing 1st or 8th
- March 2010 – interviews - weeks commencing 1st or 8th
- March 2010 – appointment and initial training
- Confirmation of appointment at Annual Council on 24 May 2010

8.3 To agree the job description and person specification attached as Appendix One.

8.4 To authorise the placing of an advert attached as Appendix Two to invite suitable individuals to apply to fill the 1 independent member vacancy;

8.5 To agree the application form attached as Appendix Three;

8.6 To establish a short listing and interview panel consisting of 2 Independent Members and 2 Councillor Members of the Standards Committee to consider the selection of independent members;

8.7 To agree to extend the term of the Independent Member Carol Sykes (whose term of office expires on 24 May 2010) by one year to 23 May 2011; and.

8.8 To consider whether to increase the Independent Membership of the Committee by an additional one Member was appropriate, given the current Municipal Year's increase in the number of Assessment, and Review Sub-Committees, and Determination Hearings and the draw of members to sit on each;

8.9 That should the Committee agree to increasing the Independent Membership by one then the recommendation be put to full Council in January 2010 to agree to the increase and that the Council's constitution be amended to reflect this increase accordingly.

9. Equalities Implications

9.1 The recruitment process will be conducted in accordance with Council procedures and will pay due regard to the Council's policies on equality and diversity.

10. Use of Appendices

Appendix One - Independent member of Standards Committee person specification and job description

Appendix Two - Draft Advert

Appendix Three - Application form