

Report Title: Recruitment of Independent Member of Standards Committee 2010/11

Forward Plan reference number :

Report of: Monitoring Officer

Wards(s) affected: All

Report for: Non – Key decision

1. Purpose

- 1.1 To note the impending resignation of the existing independent member Jonathan Batterham as of 24 June 2010;
- 1.2 To request the Standards Committee to agree the recruitment process to (i) fill the impending vacant position of Independent Member of the Standards Committee to take office from Mid Autumn 2010, and (ii) fill the vacant position of Independent Member of the Standards Committee which will arise in May 2011 following the term of office of Carol Sykes coming to an end, 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 2 Independent Members of the Standards Committee for a period of 4 years commencing (i) 22 November 2010 in respect of the vacancy arising from the resignation of an existing Independent member, and (ii) 23 May 2011 in respect of the vacancy that will arise following the term of office of one member ending in May 2011;
- 2.2 To agree the recruitment timetable as follows:
- mid July 2010 – advertisement placed
 - 10 September 2010 – closing date
 - late September/early October 2010 – short listing – weeks commencing 27th or 4

October

- October 2010 – interviews - weeks commencing 18th or 25th
- late October 2010/early November – appointment and initial training
- Confirmation of appointment at Council on 22 November 2010

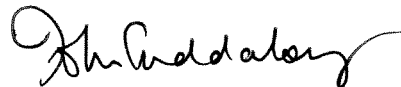
2.3 To agree the job description and person specification attached as Appendix One.

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; and

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;

Report Authorised by: **Monitoring Officer**



Contact Officer: **Clifford Hart – Committee Manager**

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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.

6.1 Background

6.1.1 The Monitoring officer has been notified of the impending resignation of the existing independent member Jonathan Batterham as of 24 June 2010. The term of office for Mr Batterham was 4 years and commenced in May 2009 to May 2013. Also, the term of office of 1 of the other members (Carol Sykes) was extended on 24 May 2010 by Full Council for a further year until May 2011. This pending vacancy could therefore be recruited to on the proviso that this appointment will not commence until May 2011.

6.1.2 In view of this the Committee is asked to consider agreeing to the recruitment process to (i) fill the impending vacant position of Independent Member of the Standards Committee to take office from Mid Autumn 2010, and (ii) to fill the position of Independent Member of the Standards Committee which will arise in May 2011 following the term of office of Carol Sykes coming to an end, in accordance with the requirements in the Local Government Act 2000 and the Relevant Authorities (Standards Committee) Regulations 2001.

7 Recruitment Timetable

7.1 It is recommended that the Standards Committee set up a panel of 4 members of the Standards Committee (including two independent members) 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.

7.2 A recruitment process should commence as follows:

- mid July 2010 – advertisement placed
- 10 September 2010 – closing date
- late September/early October 2010 – short listing – weeks commencing 27th or 4 October
- October 2010 – interviews - weeks commencing 18th or 25th
- late October 2010/early November – appointment and initial training
- Confirmation of appointment at Council on 22 November 2010

7.3 Appendix Two is a draft advert for independent members, a copy of that issued in the 2009/2010 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 Haringey's Constitution states that the Standards Committee is composed of 8 councillors and 6 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 or any other Local Authority 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 available for member's viewing if they so wish.

8. Recommendations

8.1 To agree the recruitment of 2 Independent Members of the Standards Committee for a period of 4 years commencing (i) on 22 November 2010 in respect of the vacancy arising from the resignation of an existing Independent member, and (ii) from 23 May 2011 in respect of the vacancy that will arise following the term of office of one member ending in May 2011;

8.2 To agree the recruitment timetable as follows:

- mid July 2010 – advertisement placed
- 10 September 2010 – closing date
- late September/early October 2010 – short listing – weeks commencing 27th or 4 October

- October 2010 – interviews - weeks commencing 18th or 25th
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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; and

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.

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