

(This report is not a key decision. This report has been subject to appropriate notice of publication under the Council's Access to Information Rules)

**WEST SUFFOLK
JOINT STANDARDS
COMMITTEE**

16 JUNE 2014

JST14/006

Report of the Monitoring Officer

APPOINTMENT OF INDEPENDENT PERSONS

1. Summary and reasons for recommendation(s)

- 1.1 As part of the recruitment of two Independent Persons (IPs) for West Suffolk it was agreed at the meeting of the Joint Committee on 3 March 2014 for a short-list of candidates for interview to be brought before the Committee in order to allow Members to make comment.
- 1.2 At the time of preparing this report it was intended for interviews to be carried out in week beginning 9 June 2014. Accordingly, recommendations on the person(s) to be put forward for appointment would be made at the meeting by the Monitoring Officer.
- 1.3 The appointments would then be confirmed by both authorities' full Councils on 30 June 2014 (St Edmundsbury Borough Council) and 16 July 2014 (Forest Heath District Council).

2. Recommendation(s)

- 2.1 That the candidate(s) recommended for appointment as the West Suffolk Independent Persons (IPs) be confirmed by full Council on 30 June 2014 (St Edmundsbury Borough Council) and 16 July 2014 (Forest Heath District Council).**

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3. How will the recommendations help us meet our strategic priorities?

- 3.1 The recommendations meet the Councils' priorities for efficient operation by ensuring that the standards regime is underpinned by independent local scrutiny.

4. Key issues

- 4.1 Appointment by full Councils: 30 June 2014 (St Edmundsbury) and 16 July 2014 (Forest Heath). Both Independent Persons would be appointed by each Council and their terms would commence immediately.
- 4.2 Induction and Training: As the IPs may be called upon immediately after appointment, it is proposed that their training should commence as soon as they are selected for nomination.

5. Other options considered

- 5.1 As previously discussed in earlier reports to the Joint Committee.

6. Community impact

6.1 Crime and disorder impact *(including Section 17 of the Crime and Disorder Act 1998)*

- 6.1.1 None arising from this paper.

6.2 Diversity and equality impact *(including the findings of the Equality Impact Assessment)*

- 6.2.1 The aspiration of the recruitment process was to appoint IPs who reflected the gender and racial diversity of the area.

6.3 Sustainability impact *(including completing a Sustainability Impact Assessment)*

- 6.3.1 None arising from this report.

6.4 Other impact *(any other impacts affecting this report)*

- 6.4.1 None arising from this report.

7. Consultation *(what consultation has been undertaken, and what were the outcomes?)*

- 7.1 Not applicable at this stage.

8. Financial and resource implications *(including asset management implications)*

- 8.1 The Independent Persons would be paid a retainer of £300 per annum, plus payments of £50 on each occasion that the Independent Person considered a report following investigation.
- 8.2 The Independent Persons to be entitled to receive reimbursement of petrol costs and, if applicable, entitlement to receive a carers allowance.

9. Risk/opportunity assessment *(potential hazards or opportunities affecting corporate, service or project objectives)*

Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
Failing to appoint from the candidates who applied	Low	Wide publicity for the IP roles and encouragement for women and ethnic minorities to apply led to candidates of high quality	Low

10. Legal and policy implications

- 10.1 It is a legal requirement for every Council to appoint at least one IP.

11. Ward(s) affected

- 11.1 All wards of the Borough and the District.

12. Background papers

- 12.1 Previous reports to the Joint Committee on the recruitment process.

13. Documents attached

- 13.1 Exempt Appendix 1 – Candidate 1's Application Form
Exempt Appendix 2 – Candidate 2's Application Form
Exempt Appendix 3 – Candidate 3's Application Form