

Non-Executive Template

REPORT TO:	Audit and Governance Committee 7 July 2022
SUBJECT:	Recruitment and appointment of an independent member for the Audit and Governance Committee
LEAD OFFICERS:	Andrew Hunkin, Interim Monitoring Officer
WARDS:	All
PUBLIC/EXEMPT:	Public

SUMMARY OF REPORT:

The report provides information on the process for the recruitment and appointment of an independent member for the Audit and Governance Committee.

FINANCIAL IMPACT:

The cost of advertising and recruiting the independent member will be met from existing budgets.

RECOMMENDATIONS:

That the Committee:

1. Comments on and notes the process for the recruitment and appointment of an independent member for the Audit and Governance Committee.

1. BACKGROUND

- 1.1. The membership of the Audit and Governance Committee is seven, including an independent, suitably qualified Chair; and one independent, suitably qualified co-optee (independent member).
- 1.2. The Audit and Governance Committee has delegated authority to appoint the independent member.
- 1.3. Co-opted Members will usually be invited to serve for a term of office of four years.

Non-Executive Template

1.4. An example of an advert for an independent member is attached as Appendix 1. This will be refined but the committee's attention is drawn to:

- The skills and qualities required
- The role description
- Disqualifications

1.5. It should also be noted that co-option is a way of ensuring that under represented voices are represented on Council committees. The Equality Act 2010 (section 149) places a public sector equality duty on the Council, which requires the Council to have due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.

1.6. Having "due regard" to the need to advance equality of opportunity involves having due regard, in particular, to the need to encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

2. PROCESS AND RECRUITMENT OF THE INDEPENDENT MEMBER

2.1. It is proposed that the Chair, Vice-Chair and in order to bring balance to the panel, a female member of the Audit and Governance Committee, with the support of the Monitoring Officer, shortlist and interview candidates. The result of that process will be reported to the September meeting of the Audit and Governance Committee, and should a suitable candidate be proposed, the Audit and Governance Committee will be recommended to appoint.

3. FINANCIAL AND RISK ASSESSMENT CONSIDERATIONS

Approved by:

4. LEGAL CONSIDERATIONS

4.1. The Head of Litigation and Corporate Law comments on behalf of the Director of Legal Services and Monitoring Officer:

Approved by:

5. HUMAN RESOURCES IMPACT

5.1. It is recommended that the council adopts the approach to this recruitment set out in the council's recruitment policy and procedure. This should include the

Non-Executive Template

need to ensure there is a balanced panel, and that initial applications are anonymised to seek to eliminate any possible bias in selection decision-making.

Approved by: Dean Shoesmith, Chief People Officer

6. EQUALITIES IMPACT

6.1. The Council has a statutory duty to comply with the provisions set out in the Sec 149 Equality Act 2010. The Council must therefore have due regard to:

- a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

6.2. The Council will ensure that its governance pays due regard to the requirements of Equality Act 2010.

Approved by: Denise McCausland Equality Programme Manager

7. ENVIRONMENTAL IMPACT

7.1. There is no environmental impact arising from this report.

8. CRIME AND DISORDER REDUCTION IMPACT

8.1. There is no crime and disorder impact arising from this report.

9. DATA PROTECTION IMPLICATIONS

9.1. **WILL THE SUBJECT OF THE REPORT INVOLVE THE PROCESSING OF 'PERSONAL DATA'?**

No

9.2. **HAS A DATA PROTECTION IMPACT ASSESSMENT (DPIA) BEEN COMPLETED?**

No

CONTACT OFFICER: Andrew Hunkin, Interim Monitoring Officer,
Andrew.hunkin@croydon.gov.uk

APPENDICES TO THIS REPORT

Appendix 1 - DRAFT EXAMPLE - Information for Applicants - Audit and Governance
Committee - Independent Member