

# **CITY AND COUNTY OF CARDIFF DINAS A SIR CAERDYDD**

**STANDARDS AND ETHICS COMMITTEE: 23 NOVEMBER 2010**

---

**REPORT OF THE MONITORING OFFICER AGENDA ITEM: 6**

## **APPOINTMENT OF NEW INDEPENDENT MEMBERS OF THE STANDARDS AND ETHICS COMMITTEE**

---

### **Reason for this Report**

1. To consider the process for appointing new independent members of the Council's Standards and Ethics Committee.

### **Background**

2. On 17 December 2009, the Council re-appointed Mr Akmal Hanuk as an independent member of the Standards and Ethics Committee for one further term commencing on 1 November 2009. This further term will expire on 1 November 2013. The other four independent members of the Standards and Ethics Committee (Maureen Hedley-Clarke, Deirdre Jones, Anne Morgan and Paul Stockton) were also re-appointed by the Council on 22 July 2010 for a further term of 4 years. This further term will commence on 27 July 2010 and will expire on 27 July 2014.

### **Issues**

3. Members of the Committee will be aware that one of the independent members has already indicated their willingness and intention to step down from the Standards and Ethics Committee prior to the expiry of their term of office in order to assist with a staggered appointments process to replace existing independent members of the Committee and to retain a level of experience among members of the Committee. Independent members of the Committee are requested to provide the Monitoring Officer with formal notification in writing of their intention to step down from the Committee prior to the expiry of their current term of office and to confirm the proposed date from which their membership of the Committee will cease.
4. In accordance with Sections 13-17 of the Standards Committees (Wales) Regulations 2001 (as amended) ("the Regulations") and the process that has been followed previously by the Council, if any vacancy for an independent member arises on the Standards and Ethics Committee, then the Council is obliged to carry out a publicly advertised appointment process to fill the vacancy. Advertisements will be placed in not less than two local newspapers, in the Council's own newspaper (Capital Times) and in other community publications, as appropriate.

5. The Regulations require the Council to establish an appointments panel consisting of not more than five panel members to consider applications, applying criteria established within a clear person specification. The role of the panel is to make recommendations to Council which has the statutory responsibility to make any appointments.
6. The appointments panel has comprised previously of one Elected Member of the Council, one Community Councillor and one Independent Member of the current Standards and Ethics Committee. In addition, in line with the Regulations, the panel should include one Lay Panel Member. This person needs to be totally independent of local government and skilled in recruitment and selection, including equal opportunities issues. The appointments panel has also been supported and advised previously by an officer from Legal Services representing the Monitoring Officer and a Senior Human Resources Officer.
7. The Committee is asked to approve both the advertisement of any future vacancies for independent members that may arise and the appointment panel process that has been followed previously by the Council (as set out above) and in accordance with the Regulations as at the date the vacancy arises.

## **ADVICE**

This report has been prepared by the Monitoring Officer and City and County Solicitor. It contains all the information necessary to allow Members to arrive at a reasonable view, taking into account the advice contained in this section.

### **Legal Implications**

The legal provisions relevant to this process are outlined in the main body of the report.

### **Financial Implications**

The cost of the appointments process (e.g. the publication of public advertisements) will be met from within existing resources.

## **RECOMMENDATION**

The Committee is requested to:

1. note the content of the report.
2. approve the advertisement of any future vacancies for independent members of the Standards and Ethics Committee that may arise and authorise the Monitoring Officer to make the necessary arrangements for the publication of the adverts in line with the Regulations.

3. approve the appointment panel process that has been followed previously by the Council in line with the Regulations and authorise the Monitoring Officer to make the necessary arrangements for the establishment of an appointments panel.
4. report the future outcome of any appointments process to a full meeting of Council for approval.

**KATE BERRY**  
**Monitoring Officer and City and County Solicitor**  
**17 November 2010**

**Background Papers**

Various reports to the Standards & Ethics Committee and to Council (and minutes thereof) on the Appointment of Independent Members 2005-2010