

**FLINTSHIRE COUNTY COUNCIL**

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| <b>Date of Meeting</b> | Tuesday, 12 <sup>th</sup> December 2017 |
| <b>Report Subject</b>  | Appointment of Independent Member       |
| <b>Report Author</b>   | Chief Officer (Governance)              |

**EXECUTIVE SUMMARY**

The Council has 1 vacancy for an independent (co-opted) member on the Standards Committee, and North Wales Fire and Rescue Authority (NWFRA) has 2 such vacancies. The Council therefore undertook a joint recruitment exercise with NWFRA. The two authorities shared the cost of advertising and used each other's networks to promote the vacancies to give them greater profile. They also appointed a joint recruitment panel to consider the applications and make the recommendation on who should be appointed.

In total 8 applications were received. They were shortlisted against criteria that were previously approved by Council. 5 candidates were invited for interview by a panel consisting of the Chair and Arnold Woolley from Flintshire's Standards Committee, the Chair of and another member (Cllr Susan Lloyd Williams) from NWFRA and the statutorily required "lay person" (Noella Jones).

The panel agreed to recommend Julia Hughes to both Flintshire County Council and NWFRA with Sally Ellis being recommended for the second vacancy on NWFRA.

**RECOMMENDATIONS**

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| 1 | That Council appoints Julia Hughes to the Standards Committee until 2022. |
| 2 | That Noella Jones be thanked for her participation.                       |

## REPORT DETAILS

| 1.00 | EXPLAINING THE APPOINTMENT   |
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| 1.01 | <p>The Standards Committee has 1 vacancy for an independent (co-opted) member. The North Wales Fire and Rescue Authority also needs to fill vacancies for independent members on its standards committee.</p>  |
| 1.02 | <p>When recruiting such members there is a statutory process to follow including publishing criteria for appointment and advertising in 2 or more newspapers. The composition of the recruitment panel is also prescribed and must include a lay member who must also have been appointed following open advertisement.</p>  |
| 1.03 | <p>To reduce the costs of the required publicity, establishment of requisite criteria and establishment of an appropriate appointment panel, the Council and the Fire Authority have worked together. This enabled the recruitment to have greater prominence. A joint panel consisting of the Chair and Arnold Woolley from Flintshire's Standards Committee, the Chair of and another member (Cllr Susan Lloyd Williams) from NWFRA and the "lay person" was Noella Jones.</p>   |
| 1.04 | <p>There were 8 applicants in total of whom 5 were shortlisted. Interviews took place at NWFRA Headquarters on 29<sup>th</sup> November. The panel was impressed with the quality of applicants and agreed that it would be beneficial to recommend Julia Hughes for appointment to both committees (and Sally Ellis for the second vacancy at the NWFRA).</p> <p>A short pen portrait drafted by Julia Hughes is attached at Appendix 1.</p>  |
| 1.05 | <p>Flintshire's Standards Committee meets roughly 6 – 8 times per year whereas the NFWRA committee meets once. By making a joint appointment the two authorities will be able to share the investment in training, give the member wider experience and also cross fertilise between the two organisations.</p>  |
| 1.06 | <p>The term of office for an independent member must be between 4 and 6 years. The periods of office for the existing independent members were staggered so that the committee retained continuity of experience. To reduce advertising costs it is suggested that the term of office for this independent member should coincide with one other independent member thereby reducing recruitment cost. 1 member is due to retire in 2018 and another 2 members are due to retire in 2019, each will only have served 1 terms and will be eligible for reappointment for a further 4 years. The term is therefore recommended to be until 2022.</p> |

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| <b>2.00</b> | <b>RESOURCE IMPLICATIONS</b>  |
| 2.01        | The statutory process required adverts to be placed in 2 newspapers. The cost of advertising was therefore £2,968.14. Talking to the applicants however more interest and the most number of applicants was actually gained by promoting the role to the Standards Committee members of other councils. |

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| <b>3.00</b> | <b>CONSULTATIONS REQUIRED / CARRIED OUT</b>                          |
| 3.01        | The Standards Committee agreed with the recommendation of the panel. |

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| <b>4.00</b> | <b>RISK MANAGEMENT</b>  |
| 4.01        | The recruitment process was conducted in a fair manner using published, objective criteria. |

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| <b>5.00</b> | <b>APPENDICES</b>             |
| 5.01        | Pen portrait of Julia Hughes. |

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| <b>6.00</b> | <b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>   |
| 6.01        | Advert, application pack.<br><br><b>Contact Officer:</b> Gareth Owens, Chief Officer (Governance)<br><b>Telephone:</b> 01352 702344<br><b>E-mail:</b> <a href="mailto:Gareth.legal@flintshire.gov.uk">Gareth.legal@flintshire.gov.uk</a> |

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| <b>7.00</b> | <b>GLOSSARY OF TERMS</b>   |
| 7.01        | <b>NWFRA</b> – North Wales Fire and Rescue Authority.<br><br><b>Independent Member</b> – a person who is neither a councillor nor an officer who is co-opted on to the Standards Committee thereby giving the committee a degree of impartiality and independence.<br><br><b>Lay person</b> – a person recruited by open advertisement to sit on interviewing panels for independent members |