

REPORT TO:	GENERAL PURPOSES & AUDIT COMMITTEE 18 July 2018
SUBJECT:	GPAC Independent Non-voting Member Recruitment
LEAD OFFICER:	Simon Maddocks, Director of Governance
CABINET MEMBER:	Councillor Simon Hall Cabinet Member for Finance and Treasury
WARDS:	ALL
CORPORATE PRIORITY/POLICY CONTEXT: The report details a process for appointment of independent non-voting Members in respect of Audit functions for the General Purposes and Audit Committee	
FINANCIAL IMPACT There are no direct costs arising from the proposals within this report.	
1. RECOMMENDATIONS: That the Committee: 1.1 Approve the process and procedure for appointment of independent non-voting co-opted members of the Committee as set out in Appendix 1; 1.2 Delegate authority to the Director of Governance, in consultation with the Chair of General Purposes and Audit Committee to: 1.2.1 commence recruitment by way of advertisement of the vacancy for an independent non-voting co-opted member of the Committee (in respect of audit functions only), 1.2.2 undertake shortlisting and interviews and 1.3.3 report the outcome of interviews to the next meeting of the Committee for onward recommendation to full Council for appointment; Such process and appointment to be undertaken in accordance with the criteria set out in Appendix 1	

2. EXECUTIVE SUMMARY

- 2.1 This report summarises the proposed process in relation to the appointment of an independent non-voting co-opted Member on the General Purposes and Audit Committee and requests a delegation as set out in the recommendations in order to progress this appointment process.

3. DETAIL

- 3.1. The Council Constitution provides for the General Purposes and Audit Committee to have two non-elected independent non-voting members on the

Committee. These co-opted Members can provide the Committee with outside knowledge, experience and skills that can inform the Audit work of the General Purposes and Audit Committee and supplement the role of Members.

- 3.2 There is currently a vacancy following the resignation of one of the post holders.
- 3.3 Delegation is sought for the Chair and the Director of Governance to commence recruitment by inviting applications for the independent non-voting co-opted Member post for the General Purposes and Audit Committee in accordance with the process set out at Appendix 1.
- 3.4 Once a suitable candidate is identified following the interview process, this will be reported back to the committee at future meeting to enable a recommendation to be made to Full Council at the end of October for the appointment to be confirmed.
- 3.5 It is hoped that a new independent non-voting co-opted Member of the committee would commence their duties at the December meeting of the committee.

4. FINANCIAL AND RISK ASSESSMENT CONSIDERATIONS

- 4.1 The proposals within the report do not have financial implications as the Scheme of Members Allowances does not contain provision for allowances to Co-opted Members.

(Approved by: Ian Geary, Head of Finance, Resources & Accountancy)

5. COMMENTS OF THE COUNCIL SOLICITOR AND MONITORING OFFICER

- 5.1 The Council Solicitor comments that there is provision within the Constitution for the appointment of two independent non-voting co-opted committee members who are permitted to be involved in respect of the Audit Functions of the committee only.

(Approved by: Sandra Herbert, Head of Litigation and Corporate Law, for and on behalf of Jacqueline Harris-Baker, Director of Law and Monitoring Officer)

6. HUMAN RESOURCES EQUALITIES, ENVIRONMENT AND CRIME AND DISORDER REDUCTION IMPACTS

- 6.1 There are no direct implications in these areas arising from this report.

CONTACT OFFICER:	Simon Maddocks, Director of Governance
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BACKGROUND DOCUMENTS:	None
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APPENDIX:	Process for co-option of non-elected independent non-voting member.
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PROCESS FOR CO-OPTION OF NON-ELECTED INDEPENDENT NON-VOTING MEMBERS OF GENERAL PURPOSES AND AUDIT COMMITTEE

- 1.1 This process relates only to independent non-voting co-opted Members of General Purposes and Audit Committee ("the Committee").
- 1.2 Council has agreed that the Committee shall have two independent non-voting co-opted members ("Co-opted Members") in relation to the conduct of its Audit functions only.
- 1.3 The Co-opted Members may not be either officers or Members of the Council.
- 1.4 Anyone who lives, works (including voluntary work) and/or studies in Croydon is eligible to be a Co-opted Member on the Committee.
- 1.5 A vacancy may be advertised on the Council's website or more widely if the Committee is of the view that to do so would be beneficial.
- 1.6 In approving an appointment, the Committee will be mindful of the potential for any ongoing or potential conflicts of interest between, for example, the Co-opted Members' paid employment and the audit work of the Committee.
- 1.7 Co-opted Members will usually be appointed for a period of one year with their appointment to be coterminous with the municipal year but may also be appointed for a shorter period of time if necessary.
- 1.8 Co-opted Members may be disqualified during their term of office if they do not attend three consecutive meetings of the Committee to which they have been co-opted; or if they are elected as a Member of the Council or become a Council officer. It is the responsibility of the Co-opted Member to inform the Council if a circumstance arises which they believe disqualifies them from continuing their term of office. Co-opted Members may resign during their term of office.
- 1.9 Co-opted Members are required to comply with the Code of Conduct for Co-optees as adopted and amended from time to time by the Council. Failure to comply with the Code of Conduct for Co-optees may result in their appointment being terminated.
- 1.10 Co-opted Members will not receive an allowance or a salary.
- 1.11 Co-opted Members will:
 - Be expected to attend all meetings of the Committee to which they have been appointed and read the agenda papers
 - Bring an external perspective to the work of the Committee by utilising their knowledge and experience
 - Be expected to represent the whole community and not just one sector or viewpoint
 - Act independently of party politics and lobbying interests

- Be expected to treat other Committee Members, officers and external parties with respect
- Comply with the Committee procedure rules, rules of debate and the Code of Conduct for Co-optees
- Be required to recognise that they may encounter sensitive information and to act with discretion and keep any confidential information confidential.

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