

Supplementary Committee Agenda



**Epping Forest
District Council**

Audit and Governance Committee Monday, 24th November, 2014

Place: Council Chamber
Civic Offices, High Street, Epping

Time: 7.00 pm

Democratic Services: Gary Woodhall
The Directorate of Governance
Tel: 01992 564470
Email: democraticservices@eppingforestdc.gov.uk

11. ANY OTHER BUSINESS

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs (6) and (24) of the Council Procedure Rules contained in the Constitution require that the permission of the Chairman be obtained, after prior notice to the Chief Executive, before urgent business not specified in the agenda (including a supplementary agenda of which the statutory period of notice has been given) may be transacted.

In accordance with Operational Standing Order 6 (Non-Executive Bodies), any item raised by a non-member shall require the support of a member of the Committee concerned and the Chairman of that Committee. Two weeks notice of non-urgent items is required.

11.a APPOINTMENT OF CO-OPTED MEMBER (Pages 67 - 72)

(Director of Governance) To consider the attached report (AGC-016-2014/15).

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Report to Audit and Governance Committee

Report reference: AGC-016-2014/15
Date of meeting: 24 November 2014



**Epping Forest
District Council**

Portfolio: Governance & Development Management

Subject: Appointment of Co-opted Member

Responsible Officer: Colleen O'Boyle (01992 564475)

Democratic Services: Gary Woodhall (01992 564470)

Recommendations/Decisions Required:

(1) That a report be submitted to Council recommending as follows:

(a) That a Panel of three Councillors be appointed, including the Chairman of Audit & Governance, with delegated authority to undertake the interviews following public advertisement and to appoint the preferred candidate for the vacant co-opted member position on the Audit & Governance Committee;

(b) That pro rata rules not apply and that nominations be sought from the remaining Group Leaders to serve on the Panel with the Chairman of Audit & Governance;

(c) That Mr. Rob Thompson be invited to attend the interviews in an advisory, non –voting capacity; and

(d) That appreciation of the contribution of Mr. Rob Thompson as a co-opted Member of the Audit & Governance Committee over a 6 year period be formally recorded

Executive Summary

This report deals with the process of filling a vacancy for a co- opted member arising from the resignation of Rob Thompson following two terms, totaling six years, on this Committee. The final term expires on the 9 February 2015.

It is the case that Rob Thompson had indicated his preference to leave at the end of September but would continue to attend to allow an appointment process to be undertaken. It is unfortunate that this process has not started sooner and his cooperation is much appreciated. This report if agreed would be made to Council on the 16 December with an appointment by late January 2015.

Reason for Proposed decision

To appoint to the vacancy created by the resignation of Mr. Rob Thompson who has served two terms on the Committee and is not seeking a further term.

Report

1. As recently as June 2013 this Committee considered the application of Article 11 of the Council's Constitution relating to the Audit and Governance Committee and agreed procedures to recruit an independent Member.

2. It is suggested that this Committee recommend to Council that the same principles and processes apply in light of its demonstrable success. The suggested recommendations below reflect this.

3. The advertisement and targeting of the publicity will again include print, on line and social media in order to maximize and engage with the widest range of potential applicants.

4. It is therefore suggested that the following recommendations be made in a report to Council:

(a) That a Panel of three Councillors be appointed, including the Chairman of Audit & Governance, with delegated authority to undertake the interviews following public advertisement and to appoint the preferred candidate for the vacant co-opted member position on the Audit & Governance Committee;

(b) That pro rata rules not apply and that nominations be sought from the remaining Group Leaders to serve on the Panel with the Chairman of Audit & Governance; and

(c) That Mr. Rob Thompson be invited to attend the interviews in an advisory, non-voting capacity.

5. It is further suggested that it is both customary and entirely appropriate that the report to Council should make reference to the 6 years' service given by Mr Rob Thompson to the Audit & Governance Committee and that an additional recommendation to the report to reflect this would be appropriate.

6. The Committee is asked to consider the suggested wording of:

(d) That the Council's appreciation of the contribution of Mr Rob Thompson as co-opted member of the Audit & Governance Committee over 6 years be recorded.

7. Officer support to the Panel would be provided by the Director of Governance and appropriate officers within that Directorate. Interviews would be likely in the last week of January with the appointment being reported to the February Audit & Governance meeting.

Resource Implications:

The cost of the recruitment process can be met from internal existing resources

Legal and Governance Implications:

The discretionary nature of the Committee means that the only rules specifically related to this report are those which the Council has devised and reflected in the Constitution.

Safer, Cleaner Greener Implications:

None.

Consultation Undertaken:

This report has been circulated to members of the Corporate Governance Group and Chairman of this Committee.

Background Papers:

Resignation letter of Rob Thompson.

Risk Management:

There are no identified risks in the principle or process of appointment using a tried and tested method. Not appointing would fail to comply with the current requirements of the Constitution.

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Due Regard Record

This page shows **which groups of people are affected** by the subject of this report. It sets out **how they are affected** and how any **discrimination** they experience can be eliminated. It also includes information about how **access to the service(s)** subject to this report can be improved for the different groups of people; and how they can be assisted to **understand each other better** as a result of the subject of this report.

S149 Equality Act 2010 requires that due regard must be paid to this information when considering the subject of this report.

The wide publicity of the vacancy for a co-opted member position on the Audit & Governance Committee, using a range of print, on line and social media are positive steps to ensure equality of opportunity to become involved in the democratic process

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