

Report to	<b>South Downs National Park Authority</b>
Date	<b>22 March 2018</b>
By	<b>Head of Governance</b>
Title of Report <b>Decision</b>	<b>Process for the recruitment and selection of Independent Members of the Policy and Resources Committee</b>

**Recommendation: The Authority is recommended to:**

- 1. delegate authority to the Head of Governance, in consultation with the Chair of the Appointments, Management and Standards Committee, to undertake a recruitment exercise for the positions of Independent Member of the Authority's Policy and Resources Committee, including the approval of any documentation considered necessary and the taking of all other appropriate steps in carrying out the recruitment exercise and, if required, subsequent recruitment exercises; and**
- 2. delegate authority to the Appointments, Management and Standards Committee to undertake such selection exercise(s) as it considers appropriate for the positions of Independent Member of the Authority's Policy and Resources Committee, and to make a recommendation to the Authority for the appointment of up to two Independent Members.**

**1. Introduction**

- 1.1 The role of Independent member was originally established to serve on the Authority's Committee charged with overseeing audit in order to provide an additional layer of rigour and independence to the consideration of governance matters. An 'Independent member' is a non-voting co-opted member of a committee of the Authority.
- 1.2 As a result of the governance review in 2017 and the amalgamation of the Governance committee and the Policy and Programme committee into the Policy and Resources committee, the independent members became non-voting members of the new committee.
- 1.3 Following the extension of the term of office of one Independent Member of the committee, both of the current independent members are due to end their terms of office in June/July 2018. This paper seeks delegated authority to the Appointment, Management and Standards Committee to undertake a recruitment and appointment process to ensure the continued participation of independent members in the work of the P&R committee.

**2. Policy Context**

- 2.1 The terms of reference for the P&R committee include overseeing many aspects of the Authority's governance. The Independent members of the committee provide valuable insight and rigour in the process and help to ensure the best possible outcomes for the Authority.

**3. Issues for consideration**

- 3.1 By June 2018 one of the existing Independent Members would have served an eight year term. The other Independent Member has only served 4 years. Both Independent members would be eligible for reappointment.

#### **4. Options & cost implications**

- 4.1 This paper seeks delegated authority to the Head of Governance, in consultation with the Chair of the Appointments, Management and Standards Committee to undertake the recruitment process for the positions of Independent Member of the Authority's Policy and Resources Committee. It is further proposed that delegated authority be given to the Appointments, Management and Standards Committee to select up to two preferred candidates and make a recommendation to the Authority for appointment. This process will be undertaken within existing resources.
- 4.2 Alternatively the Authority may wish to establish a separate recruitment panel to undertake the recruitment process and make recommendations back to the authority as to suitable candidates for appointment. This process would take longer and be more resource intensive as additional meetings would need to be established for the members of the panel.

#### **5. Next steps**

- 5.1 If approved the Monitoring Officer will update the committee terms of reference to include the delegation and republish Standing Orders. The Head of Governance will liaise with the AM&S Committee members to commence the recruitment process.

#### **6. Other Implications**

<b>Implication</b>	<b>Yes*/No</b>
Will further decisions be required by another committee/full authority?	The Authority will be required to take a decision to appoint new Independent Members.
Does the proposal raise any Resource implications?	None. The process can be managed from within existing budgets.
How does the proposal represent Value for Money?	Ensuring effective governance of the Authority.
Are there any Social Value implications arising from the proposal?	None
Have you taken regard of the South Downs National Park Authority's equality duty as contained within the Equality Act 2010?	Yes. The recruitment and selection process will follow the established HR practices of the authority to ensure no one who meets the criteria is excluded from applying.
Are there any Human Rights implications arising from the proposal?	None
Are there any Crime & Disorder implications arising from the proposal?	None
Are there any Health & Safety implications arising from the proposal?	None
Are there any Data Protection implications?	Through following the authority's established practices the personal information of any applicants will be kept secure and in line with individuals rights under the DPA/GDPR.
Are there any Sustainability implications based on the 5 principles set out in the SDNPA Sustainability Strategy.	Promoting good governance.

## **7. Risks Associated with the Proposed Decision**

- 7.1 The proposal is designed to mitigate the risks of not having independent members on the P&R committee
- 7.2 If, following an initial recruitment exercise, there is insufficient interest in the role the Head of Governance, in consultation with the Chair of the AM&S Committee, will consider alternative routes to seek candidates.

**Robin Parr**

**Head of Governance**

**South Downs National Park Authority**

Contact Officer:	Robin Parr
Tel:	01790819207
email:	Robin.parr@southdowns.gov.uk
Appendices	None
SDNPA Consultees	Chief Executive; Monitoring Officer
External Consultees	None
Background Documents	None