

ITEM: 8

REPORT TO: WEST OF ENGLAND COMBINED AUTHORITY AUDIT COMMITTEE

DATE: 28 SEPTEMBER 2017

REPORT TITLE: AUDIT COMMITTEE – APPOINTMENT OF INDEPENDENT CO-OPTED MEMBER

AUTHOR: TIM RICHENS

Purpose of Report

1. To present the proposed process for the recruitment of the Independent Co-Opted Member.

Issues for Consideration

2. To consider the proposed process in light of the role of the Terms of Reference of the Audit Committee and its areas of delegation.

Report Narrative / Main Content

- 3.1 In relation to the Audit Committee, there is a requirement for the Committee to have at least 1 member who is an independent person.
- 3.2 The definition of an independent person is:
 - (a) Is not an existing member or co-opted member or officer of the combined authority;
 - (b) Is not an existing member or co-opted member or officer of a constituent council or a parish council for any of the three constituent Authorities making up the Combined Authority
 - (c) Is not a relative or close friend of a person within paragraph (a) or (b); and
 - (d) Was not any anytime during the previous 5 years holding an appointment as follows -
 - (i) A member, co-opted member or officer of the authority (WECA); or
 - (ii) A member, co-opted member or officer of a parish council for any of the three constituent Authorities making up the Combined Authority
- 3.3 In terms of making the appointment, the Order prescribes the requirement for the appointments to be made following
 - The role being advertised in such a way as to bring the role to the attention of the public,
 - Applicants having made an application to fill the post and

- The appointment has been approved by the majority of the members of the combined authority.

3.4 The process for selection and recruitment of the Independent Co-Opted member is the responsibility of the Audit Committee. Given these requirements and the general belief that independent lay members provide a further check and add value to the business of the Audit Committee, it is recommended that an Appointments Panel made up of the Chairman of the Audit Committee, Director of Corporate Services and one other Audit Committee Member be appointed to undertake the recruitment process and make a recommendation to WECA.

3.5 The appointment panel will be responsible for agreeing the advert, person specification, shortlisting and interviewing potential candidates with the support of officers.

3.6 The Committee is asked to approve the process and a nomination is sought to support the Chair of the Audit Committee and Director of Corporate Services on the Appointments Panel.

Consultation:

- 4. None.

Public Sector Equality Duties:

- 5. No direct implications.

Economic Impact Assessment:

- 6. No direct implications.

Finance Implications:

- 7. No direct implications.

Legal Implications:

- 8 No direct implications

Land/Property Implications;

- 9 No direct implications.

Human Resources Implications:

- 10 The report covers the appointment process of an independent member.

Recommendation:

- 11 To approve the recruitment process for an independent member to the Audit Committee and the members of the appointments panel.

Report Author: Tim Richens

West of England Combined Authority Contact: Tim Richens – Director of Corporate Services. Tel: 0117 428 6210

Background Papers

None.