

# Cyngor Sir CEREDIGION County Council

**REPORT TO:** Council

**DATE OF MEETING:** 20<sup>th</sup> October 2022

**LOCATION:** Remotely via Video Conference

**TITLE:** **Recruitment of lay member/independent person to the Governance & Audit Committee**

**PURPOSE OF REPORT:** To provide members with an update on the changes of the Local Government and Elections (Wales) Act 2021 and its impact on the Audit Committee, including change of name to 'Governance and Audit Committee', and recruitment process of lay members.

**FOR:** Decision and Information

**Cabinet Portfolio and Cabinet Member:** Councillor Matthew Vaux, Cabinet Representative for Partnerships, Housing, Legal and Governance and Public Protection

## **BACKGROUND:**

On 18/3/21 Council approved the process for recruitment of independent lay members to the Governance & Audit Committee.

On 9/12/21 Council approved the appointment of three new lay members/independent persons to the Governance & Audit Committee:

Minutes:

7 "RESOLVED to approve the appointments of the following individuals as independent / lay persons of the Governance and Audit Committee:

- Liam Hull;
- Caroline Whitby;
- Alan Davies

with effect from 5 May 2022 for one administrative term (up to a maximum of two consecutive administrative terms)."

Legislation and the Councils Constitution requires that the Committee is constituted as follows:

- Councillors (x6) (two thirds)
- lay member/independent persons (x3) (one third).

## **CURRENT POSITION:**

One of the lay members/independent persons of the Governance & Audit Committee (Liam Hull) (Vice-Chair) has indicated an intention to resign from the Committee.

It is therefore necessary to appoint one replacement lay member/independent person as soon as possible. The resigning lay member/independent person will remain in the role pending a replacement being appointed.

It is also necessary to appoint a replacement Vice-Chair to the Governance & Audit Committee. The Governance & Audit Committee will have an opportunity to do so on at its next meeting on 17/11/22.

## **Recruitment of independent lay Committee member**

### **Recruitment documentation**

It is proposed that the Council approves the enclosed draft Committee Role Description and Person Specification (see **Appendix 1**).

### **Shortlisting Selection Panel**

Council is required to approve membership of a Shortlisting Selection Panel for recruiting the independent lay Committee member. There are no statutory regulations applicable to the recruitment for the Governance and Audit Committee Shortlisting Selection Panel, so the following are proposed:

It is recommended that membership of the Shortlisting Selection Panel is as follows (x5):

1. Chair of the Council, or Vice Chair
2. Chair of the Governance & Audit Committee
3. Vice Chair or other independent member of the Governance & Audit Committee
4. Councillor member of the Governance & Audit Committee
5. An independent lay member of the community (to be nominated by the Monitoring Officer –not yet nominated) (Chair).

### **RECOMMENDATIONS:**

1. To approve commencement of the recruitment process for x1 (replacement) independent/lay member to the Governance & Audit Committee,
2. To approve the proposals for the Shortlisting Selection Panel,
3. To approve the Role Description and Person Specification (**Appendix A**),
4. To note the need to appoint a replacement Vice-Chair to the Governance & Audit Committee.

**Has an Integrated Impact Assessment been completed? No  
If, not, please state why**

**Summary:** *This report does not represent a change in policy or strategy.*

### **WELLBEING OF FUTURE GENERATIONS:**

#### **Long term:**

Supporting activity in the community in encouraging participation in recruitment of lay members for balancing short term need with long term planning for the future, including in compliance with current legislation and encouraging a Prosperous Wales by supporting the local economy in the role and work carried out by the Governance and Audit Committee, including making right financial decisions (globally responsible Wales).

**Integration:**

**Collaboration:** Governance and Audit Committee and Council working together, and with wider community in recruitment of independent lay member(s) and ongoing collaboration in new appointment(s) to deliver effective work of Governance and Audit Committee and support Council.

**Involvement:** Involving those with an interest (opportunity for those with interest to apply for role with Governance and Audit Committee), seeking their views in work of Governance and Audit Act, encouraging incorporating stakeholder engagement and consultative approach.

**Prevention:** Acting to prevent problem of non-compliance with legislation.

**Contact Name:** Elin Prysor

**Designation:** Corporate Lead Officer: Legal & Governance (& Monitoring Officer)

**Date of Report:** 4/10/22

**Acronyms:** N/A

**Appendices:** **Appendix 1:** Draft Role description and person specification

**Background papers**

**Statutory powers:**

Local Government and Elections (Wales) Act 2021:

<https://business.senedd.wales/documents/s109068/Local%20Government%20and%20Elections%20Wales%20Bill%20As%20Passed.pdf>;

Statutory Guidance from the Local Government (Wales) Measure 2011:

<https://gov.wales/sites/default/files/publications/2019-06/statutory-guidance-from-the-local-government-measure-2011.pdf>;

Report to Democratic Services Committee of 27th January 2020 by CLO Legal & Governance/Monitoring Officer:

[http://www.ceredigion.gov.uk/cpdl/Democratic\\_Services\\_Meetings\\_Public/Size%20of%20audit%20committee.pdf](http://www.ceredigion.gov.uk/cpdl/Democratic_Services_Meetings_Public/Size%20of%20audit%20committee.pdf);

Report of 2 October 2019 to Audit Committee – CLO Legal & Governance/Monitoring Officer:

[http://www.ceredigion.gov.uk/cpdl/Democratic\\_Services\\_Meetings\\_Public/H%20size%20of%20audit%20committee.pdf](http://www.ceredigion.gov.uk/cpdl/Democratic_Services_Meetings_Public/H%20size%20of%20audit%20committee.pdf);

Audit Committee 2 October 2019 Minutes:

[http://www.ceredigion.gov.uk/cpdl/Democratic\\_Services\\_Meetings\\_Public/G%20Cofnodion%20combined%20171219.pdf](http://www.ceredigion.gov.uk/cpdl/Democratic_Services_Meetings_Public/G%20Cofnodion%20combined%20171219.pdf);

Audit Committee 12 November 2020 Meeting Minutes:  
<http://www.ceredigion.gov.uk/media/8073/audit-121120-final-s.pdf>; and

Report to Audit Committee on changes to Audit Committee per Local Government and Elections (Wales) Act 2021:

[http://www.ceredigion.gov.uk/cpdl/Democratic\\_Services\\_Meetings\\_Public/B%20LG%20and%20Elections%20combined%20\(s\).pdf](http://www.ceredigion.gov.uk/cpdl/Democratic_Services_Meetings_Public/B%20LG%20and%20Elections%20combined%20(s).pdf).

Council report 18/3/21

[http://www.ceredigion.gov.uk/cpdl/Democratic\\_Services\\_Meetings\\_Public/I%20-%20Changes%20to%20Audit%20Committee%20per%20Local%20Government%20and%20Elections%20\(Wales\)%20Act%202021.pdf](http://www.ceredigion.gov.uk/cpdl/Democratic_Services_Meetings_Public/I%20-%20Changes%20to%20Audit%20Committee%20per%20Local%20Government%20and%20Elections%20(Wales)%20Act%202021.pdf)

Council report 9/12/21

<https://council.ceredigion.gov.uk/documents/g163/Printed%20minutes%2009th-Dec-2021%2010.00%20Council.pdf?T=1&LLL=0>