



Information for Applicants

Governance Committee
Independent Member

What is Governance Committee?

The Governance Committee is responsible for ensuring good stewardship of the Council's resources and promoting proper internal control. It provides independent oversight of the governance framework by reviewing the Council's control systems and monitoring compliance with legislation, relevant standards, codes of practice and policies.

What is an Independent Member?

An Independent Member is a member of the general public who works alongside the other members of the Governance Committee and provides a non-political perspective on governance and audit matters. Independent Members also provide an objective and impartial view on issues relating to Councillor behaviour and corporate complaints.

What skills and qualities does an independent member need?

We are looking for people who have:

- A high level of integrity and inspire public confidence.
- The ability to be objective, independent and impartial.
- Knowledge and understanding of public sector finances, risk management, corporate governance and the roles of internal and external audit.
- Good analytical skills and the ability to scrutinise financial information and processes and to challenge appropriately.
- Good communication skills and ability to contribute to discussions.
- The ability to work effectively within a team and build good relations with others in a committee setting.
- A respect for confidentiality.
- The ability to deal with issues of a sensitive nature in a diplomatic manner.
- The ability to understand complex issues and demonstrate judgment in dealing with them
- Knowledge/experience of local government or some other aspects of the public sector and/or of large, complex organisations at a senior level.
- An awareness of the issues currently facing local government and the key priorities for the Borough.
- An understanding of the importance of accountability and probity in public life

Role Description – What will you be expected to do?

- To actively promote good governance, risk management and control in the delivery of the Council's functions.
- Attend and participate in formal committee meetings, providing external challenge, scrutiny and support in relation to reports presented to the committee.
- Attend and participate in Panels convened to consider Code of Conduct Complaints and Corporate Complaints.
- Prepare for each meeting by reading the agenda papers and additional information to familiarise yourself with the issues under discussion and consider the questions you may wish to put to officers.
- Listen carefully at meetings and ask questions in a way which is non-judgemental and respects confidentiality.
- Keep up to date with key issues for the Council and the Borough and to develop your understanding of the key priorities and initiatives being pursued.
- Contribute to achieving open, accountable and transparent local democracy.
- Abide by the Council's Constitution and Members' Code of Conduct.

What level of commitment is required?

Successful applicants will be appointed for a four year period.

The estimated time commitment will vary but generally will involve attendance at six formal Committee meetings each year. These are held in the daytime, last approximately 2-3 hours and generally take place in Redcar and Cleveland Leisure and Community Heart.

You will also be required to attend Sub-Committees and Panels convened to hear Code of Conduct Complaints and Corporate Complaints and might be asked to chair some of those meetings.

You will need to read the agenda papers in advance of the meetings.

What are the benefits?

The role is a voluntary role, however, Independent Members receive an allowance of £637 per year to recognise their time commitment. You will also receive briefings and training during the course of the year alongside other Members of the Committee.

Disqualifications

You cannot be considered for appointment if you:

- Are an employee of the Council or have been either an employee or Elected Member of the Council in the last five years;

- Are related to, or are a close friend of, any Councillor or senior officer of the Council.
- In addition to be eligible for appointment, a person must not be disqualified from holding office as a Member of the Council. Accordingly, any person who is recommended for appointment will be required to confirm that he/she is not disqualified.

How to apply

Applications forms can be downloaded from the [website](#) or requested from the HR Transactional Team (HRTransactional@redcar-cleveland.gov.uk or 01642 444449), specifying the role for which you are applying.

The deadline for application is 30 November 2021

What happens next?

Following the closing date, a shortlisting process will take place and those applications who are shortlisted will be invited to attend an interview.

All appointments are subject to formal approval by Borough Council.

How to find out more

You can find out more about how the committee operates by looking at agendas and minutes of the previous meetings on our website [via this link](#).

For an informal discussion about the role, please contact either Steve Newton, Governance Director and Monitoring Officer on 01642 444648 (steven.newton@redcar-cleveland.gov.uk) or Alison Pearson, Governance Manager on 01642 444063 (alison.pearson@redcar-cleveland.gov.uk)