

# Report to the Council

Report of: **Audit and Government Committee**

Date: **25 November 2019**

Chairman: **Councillor J Knapman**

Subject: **Appointment of Co-Opted Member – Progress Report**

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## **RECOMMENDING:**

- (1) That the progress with the appointment for the vacant Co-Opted Member position on the Audit & Governance Committee be noted;**
  - (2) That the need to repeat the recruitment process for the vacant Co-Opted Member position on the Audit & Governance Committee be noted;**
  - (3) That, nominations be sought from the Leaders of the following Groups for substitute members of the Interview and Selection Panel:**
    - (a) Conservative group;**
    - (b) Loughton Residents Association group;**
    - (c) Green Party group; and**
    - (d) Liberal Democrats group; and**
  - (4) That the resignation of Ms. N Nanayakkara, the other co-opted member on the Audit & Governance Committee, be noted.**
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1. The Audit & Governance Committee has two co-opted members who serve three-year terms on the Committee. After their first term has expired, they can be appointed again if they wish for a second term unopposed; if they wish to serve further terms after this then they must be subject to a competitive selection process.

2. One of the co-opted members, Mr. Jarvis, came to the end of his second term on 12 September 2019. The Council undertook a recruitment process for a replacement and received one application by the closing date of 30 September 2019. However, this candidate withdrew their application on 30 October 2019 which left the Council with no applicants.

3. At its meeting on 25 November 2019, the Committee agreed to repeat the recruitment process, and this will now be progressed with a closing date for applications of 24 January 2020, to allow for the Christmas and New Year break. It is envisaged that interviews will now take place in early February 2020.

4. At its meeting on 19 September 2019, the Council appointed an Interview & Selection Panel consisting of the following Councillors:

- (a) Councillor J Knapman – Conservative group**

- (b) Councillor R Jennings – Loughton Residents Association group;
- (c) Councillor J M Whitehouse – Liberal Democrats group; and
- (d) Councillor S Heap – Green Party group.

5. To avoid possible problems in convening the Interview & Selection Panel during the second recruitment process, it is suggested that nominations also be sought from the Group Leaders for substitute members of the Panel.

6. Immediately prior to the last meeting of the Audit & Governance Committee, the second co-opted member of the Committee tendered her resignation and the Council now finds itself in the position of not having any co-opted members for the Audit & Governance Committee. As Ms Nanayakkara has resigned mid-term, her vacancy is classed as a casual vacancy. Therefore, the Council will be looking to appoint a permanent co-opted member of the Committee to serve a full three-year term to replace Mr Jarvis, and a second co-opted member to serve out the remainder of Ms Nanayakkara's term.

7. The Constitution states that the quorum for the Audit & Governance Committee is three members, regardless of whether they are elected or co-opted members. However, the Chairman of the Committee is keen to recruit to the co-opted member positions to provide the Committee with a degree of independence, and to comply with the Chartered Institute of Public Finance & Accountancy's guidelines and best practice for local authority Audit Committees.

8. We recommend as set out at the commencement of this report.