

LONDON BOROUGH OF BROMLEY

INDEPENDENT PERSON: ROLE DESCRIPTION

In accordance with the Localism Act 2011, the Council must promote and maintain high standards of conduct by members and co-opted members of the authority. The Council has adopted a Code of Conduct for Members and has agreed arrangements for dealing with any allegation that a member or co-opted member has breached the code. These arrangements include the appointment of an Independent Person to advise on breaches of the Member Code of Conduct.

The Independent Person will:

- Be available for consultation if an allegation of a breach of the Members' Code of Conduct is received by the Monitoring Officer.
- Liaise as necessary with the Council's Monitoring Officer to consider complaints against Members and offer his/her impartial views on the case, including any investigations undertaken.
- Advise the Council prior to any decision to investigate an allegation or complaint relating to whether a member has failed to comply with the Code of Conduct.
- Attend meetings of the Standards Committee as a co-opted member.
- Contribute to any review of the operation of the standards arrangements and complaints procedure established by the Council under the provisions of the Localism Act 2011.

The Independent Person may be consulted:

- by the Council's Monitoring Officer in respect of an allegation against a member.
- by a member or co-opted member of the Council against whom an allegation or complaint has been made.

The views of the Independent Person will be considered by the Council's Standards Committee, who are responsible for recommending on the outcome of any complaints and any remedial action.

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INDEPENDENT PERSON: PERSON SPECIFICATION

The Independent Person will possess the following attributes, to be assessed through an application and interview process:

- Personal integrity and honesty.
- A keen interest and commitment to maintaining high standards in public life.
- A wish to serve the local community and uphold local democracy.
- An interest in and awareness of the functions of local government relating to ethical governance, in particular the role of elected Members and the relevant Code of Conduct.
- Independence, impartiality and experience of exercising sound, objective judgements in relation to complex matters
- Excellent questioning, analytical and evaluation skills in order to advise whether a breach of the Code of Conduct or complaint should be investigated.
- A commitment to promoting equality and an awareness of the issues affecting a diverse community.
- Excellent communication skills in particular the ability to provide clear rationale for advice and to explain decision making when required.
- Experience of dealing with private and sensitive issues, exercising discretion and maintaining confidentiality of information received.
- Flexibility to deal with urgent requests.
- Be aged 18 or over and with a mature and sound temperament.

The Independent Person will not be:

- A Member, co-opted member or employee of the London Borough of Bromley, or have held such a post within the previous 5 years.
- A relative or close friend of such a person.
- An active member of a political party or involved in the management of a local lobbying group.