

## **11. MEMBERSHIP OF THE APPOINTMENT PROCESS PANEL (RC)**

### **1. Purpose of the report**

To note the membership of the Member Appointment Process Panel ('the Panel') and to confirm the Panel will look at expressions of interest for annual appointments in the context of the appointment principles.

#### **Key Issues**

- **The Authority has established a Panel to oversee the process for making appointments to key positions at the Annual Meeting each year.**
- **In the run up to the Annual Meeting on 1 July 2022 the Authority are asked to confirm the Membership of the Panel as appointed at the annual Authority meeting last year and appoint to one Local Authority Member vacancy.**
- **Any Members who are considering being nominated to the roles of Chair or Deputy Chair of the Authority or as a Chair or Vice Chair of a Standing Committee should not participate in the work of the Panel.**

### **2. Recommendations**

- 1. To confirm the Members appointed to the Member Appointment Process Panel at the annual Authority meeting in July 2021 as Cllr B Woods, Cllr K Richardson, Ms Y Witter and Cllr P Tapping, with Cllr V Priestley as one Secretary of State reserve Member.**
- 2. To appoint a Member to the Local Authority reserve Member vacancy on the Panel.**
- 3. To confirm that the Panel will look at expressions of interest in the context of the appointment principles set out in paragraph 6.**

#### **How does this contribute to our policies and legal obligations?**

- 3. There is no legal requirement to have a Member Appointment Process Panel. However, in previous years the Panel has proved to assist decision making at the Authority's Annual Meeting by Panel Members attempting to resolve any potential issues before the meeting. The Governance Review Working Group in its report to the Authority in May 2020 concluded that the working of the Panel did make a significant contribution to the smooth running of the Annual Meeting and should therefore continue.**

#### **Background Information**

- 4. In March 2013 the Authority established a Member Appointment Process Panel to assist with appointments to key positions at the Annual Meeting. Usually the Panel comprises of two Local Authority Members, one Parish Member and one Secretary of State Member. At the annual Authority meeting in July last year Cllr K Richardson, Cllr P Tapping, Miss Y Witter and Cllr B Woods were appointed as Panel members, with Cllr W Armitage and Cllr V Priestley appointed as reserve Members until the annual meeting this year.**
- 5. The purpose of the Panel is to:**
  - **invite, receive and consider expressions of interests from Members in the annual appointments**

- apply the agreed existing appointment principles to identify any issues that conflict with the agreed principles
- contact relevant Members to discuss and resolve issues if possible
- compile a list of candidates for the appointments for consideration at the Annual meeting.

6. Following this meeting of the Authority all Members will be contacted to establish their preferences regarding appointments to Committees, Sub-Committees and Advisory Groups and key positions such as Chair and Deputy/Vice Chair positions. The Panel will then meet in June to consider the responses and check them against the appointment principles. The Authority agreed the amended appointment principles proposed by the Governance Review Working Group in May 2020 (Minute No 34/20) and these are set out below:

*“The Peak District National Park Authority seeks to apply transparent and democratic principles in the appointment of Members to elected positions within the Authority in order to promote fairness and trust. They are not intended to limit either a Member's right to stand for office nor any Member's duty to make decisions on merit, but instead:*

- *open opportunities for Members to stand for office*
- *take into account that some Members have time-limited appointments to the National Park Authority, which may limit their options for standing for office*
- *recognise that there is strength in office-holders coming from different categories of Members*
- *are based upon good practice learned from past experience*

*To this end, the following apply:*

1. *Any Member is eligible to stand for election for any post.*
2. *Members will not normally be appointed to the position of Chair and Deputy Chair of the Authority or the Chair and Vice Chair of its standing committees in their first year of office.*
3. *All appointments to the position of Chair and Deputy Chair of the Authority or the Chair and Vice Chair of its standing committees should be limited to continuous periods of no more than four full terms.*
4. *Appointments should seek to achieve a balance of different categories of Members, namely national Secretary of State appointees, Parish Members and Local Authority Members.*
5. *All Members will have the opportunity to vote for their preferred candidates at the AGM.*
6. *Members wishing to stand for elected positions must be able to demonstrate:*
  - *A commitment to the purposes of the Authority and their successful delivery.*
  - *A willingness to act on behalf of all Members of the Authority and not one particular group or interest.*

- *An understanding of the roles and responsibilities associated with the position for which they are applying and a skill set relevant to that position.*

*It is the responsibility of all Members to consider these principles before and during the appointments process before making their decision.”*

7. If there are any issues identified prior to the meeting, Panel Members will attempt to resolve them before the meeting. This approach has worked well in previous years and has led to quicker but more informed decision making at the Annual Meeting.

### **Proposals**

8. At the time of establishing the Panel the Authority agreed that Members seeking appointment to become the Chair or Deputy Chair of the Authority or the Chair or Vice Chair of a Standing Committee should not be a member of the Panel. In anticipation of this year's Annual Meeting, the current Panel Members have been contacted to establish whether any of them intend to be nominated for any of these positions.
9. All current Members of the Panel have indicated that they are able to continue on the Panel except Cllr Armitage, the Local Authority reserve Member.
10. Therefore, the Authority is asked to appoint a Local Authority Member to replace Cllr Armitage as a reserve Member for the Panel. The Panel meeting will take place during the week commencing 6 June.

### **Are there any corporate implications members should be concerned about?**

#### **Financial:**

11. Attendance at meetings of the qualify as an approved duty, as confirmed at the Annual meeting held on 2 July 2021 (minute ref 53/21), so Panel Members can claim travel and subsistence. The revenue costs associated with this can be met within the 2022/23 Revenue Budget.

#### **Risk Management:**

12. No issues.

#### **Sustainability:**

13. No issues.

#### **Equality, Diversity and Inclusion:**

14. No issues.

#### **Climate Change:**

15. No issues

16. **Background papers (not previously published):** None.

#### **17. Appendices**

None.

#### **Report Author, Job Title and Publication Date**

Ruth Crowder, Democratic Services Manager, 12 May 2022  
ruth.crowder@peakdistrict.gov.uk