

APPOINTMENT OF TWO INDEPENDENT PERSONS

Under the provisions of the Localism Act 2011, the Authority is required to appoint at least one Independent Person to assist the Authority in promoting and maintaining high standards of conduct amongst all its members.

The Independent Person will be consulted on the decision to investigate complaints and before it makes a decision on an investigated complaint. The Independent Person may be consulted on other standards matters, including by the Member who is subject to an allegation. The Authority appointed 2 persons, Wendy Amis and Ian Orford, to be independent persons for a term of 4 years ending at the Authority AGM in July 2028.

A fixed allowance of £1,393 per annum is payable together with reimbursement of travel and subsistence expenses.

APPOINTMENT OF TWO INDEPENDENT PERSONS – BACKGROUND INFORMATION

Under the provisions of the Localism Act 2011 the Authority is responsible for deciding how to deal with standards issues at a local level, including adopting its own local code and determining what arrangements it will adopt to deal with complaints.

The Act provides that the Authority must appoint an Independent Person to assist in discharging these responsibilities. Full details of the role and responsibilities of the Independent Person are included in this document.

In July 2016 the Authority appointed two Independent Persons for a period of four years with their term of office ending at the 2020 Annual Meeting. Both Independent Persons were then re-appointed in July 2020 for a further, final four-year term ending at the Annual Meeting in 2024. Following a recruitment process two new Independent Persons were appointed for a 4 year period in July 2024.

INDEPENDENT PERSON SELECTION CRITERIA - SKILLS AND COMPETENCIES

The Independent Person will have:

- a keen interest in standards in public life.
- a wish to serve the local community and uphold local democracy.
- the ability to be objective, independent and impartial.
- sound decision making skills
- leadership qualities, particularly in respect of exercising sound judgement.

The Independent Person will:

- be a person in whose impartiality and integrity the public can have confidence.
- understand and comply with confidentiality requirements.
- have a demonstrable interest in local issues.
- have an awareness of the importance of ethical behaviours.
- be a good communicator.

Desirable additional criteria are:

- Knowledge/experience of local government or other public service and/or of large complex organisations and awareness of and sensitivity to the political process.
- Knowledge and understanding of judicial/quasi-judicial or complaints processes.

You should demonstrate in your application how you meet the above criteria as this will assist the short-listing process.

Means of assessment will be by application form and by interview.

NOTE:

- You will be required to be contactable at all times during normal working hours by telephone or by email and to be available to attend hearings which may be held in the day time and at relatively short notice.
- You will be required to observe the Local Code of Conduct for Members including completing a Register of Interests.
- You must not currently have and must not enter into any contractual relations with the Authority under which you gain personally.

Eligibility for Appointment

A person cannot be appointed as an Independent Person if they are or were within a period of 5 years prior to the appointment:

- a member, co-opted member or officer of the authority.
- a member, co-opted member or officer of a constituent authority
- a member, co-opted member or officer of a parish or town Council within the National Park

or a relative or close friend of the above.

You must not be a member of any political party or have a public profile in relation to political activities.

**ROLE OF INDEPENDENT PERSON
PEAK DISTRICT NATIONAL PARK AUTHORITY**

ROLE DESCRIPTION

Responsible to: The Authority

Liaison with: Monitoring Officer, Members of the Authority, Officers, the Chair of the Authority and key stakeholders within the community.

1. To assist the Authority in promoting high standards of conduct by elected, appointed and co-opted members of the Authority and in particular to uphold the Code of Conduct adopted by the Authority and the seven principles of public office, namely selflessness, honesty, integrity, objectivity, accountability, openness and leadership.
2. To be consulted by the Authority through the Monitoring Officer and/or the relevant Committee before it makes a decision on an investigated allegation and to be available to attend meetings of the Hearing Panel of the relevant Committee for this purpose.
3. To be available for consultation by the Monitoring Officer and/or the relevant Committee before a decision is taken as to whether to investigate a complaint or to seek local resolution of the same.
4. To be available for consultation by any Member who is the subject of a standards complaint.
5. To develop a sound understanding of the ethical framework as it operates within the Authority.
6. To participate in training events to develop skills, knowledge and experience and in networks developed for Independent Persons operating outside the Authority's area.
7. To attend training events organised and promoted by the Authority's relevant Committee.
8. To act as advocate and ambassador for the Authority in promoting ethical behaviour.
9. To participate as an Independent Person in any Disciplinary Panel set up to make recommendations on any disciplinary actions in respect of a Chief Officer as defined in part 5 of the Authority's Standing Orders.