

## **Independent Persons Job Advert**

**ARE YOU FAIR-MINDED?**

**CAN YOU BE OBJECTIVE?**

**ARE YOU ABLE TO FORM IMPARTIAL VIEWS FROM THE EVIDENCE BEFORE YOU?**

**ARE YOU INTERESTED IN BECOMING INVOLVED WHEN COMPLAINTS ARE MADE ABOUT THE CONDUCT OF ELECTED COUNCILLORS?**

Bolsover District Council is looking for an independent, fair-minded person willing to become involved when a complaint is made about elected or co-opted Members of the Council.

The Council is required by law (the Localism Act 2011) to put procedures in place for handling complaints about Members' conduct. The Council's procedure requires the involvement of at least one person independent of the Council, who may be called upon to attend meetings and participate in discussions when a complaint is received in order to consider whether, and if so what, action should initially be taken, and also to be present and give their views during any formal hearing that may take place if it is decided to investigate a complaint.

The extent to which the services of the successful applicant will be called upon cannot be foreseen with any certainty, as this will depend on how many complaints are received.

There is one existing Independent Person in the role.

Training will be given and an allowance of £800 per annum will be paid.

To be eligible to apply **YOU MUST NOT**

- ✿ Be, or have been at any time since November 2011, a member, co-opted member (including a member of the current Standards Committee), or employee of Bolsover District Council ; or
- ✿ Be a relative (as defined in the legislation) or close friend of a current member, co-opted member, or employee of Bolsover District Council; or
- ✿ Have a public profile in party politics; or
- ✿ Have been convicted of a criminal offence (not counting minor traffic offences) in the last 5 years; or
- ✿ Be subject to potential conflicts of interest, such as a contractual relationship with the Council as supplier etc.

Ideally, you should also:

- ✿ Have a keen interest in standards in public life;
- ✿ Have a wish to serve the local community and uphold democracy;
- ✿ Demonstrate high standards of public integrity;
- ✿ Be objective and impartial;

- ✿ Have experience of dealing with complaints and customer care issues in the public or private sector.

Further information is available please send an e-mail to [Sarah.sternberg@bolsover.gov.uk](mailto:Sarah.sternberg@bolsover.gov.uk) (the Monitoring Officer) or [Adele.Wylie@bolsover.gov.uk](mailto:Adele.Wylie@bolsover.gov.uk) (the Deputy Monitoring Officer) to request an Independent Person's Application Pack.

### **How to Apply**

Following consideration of the Information Pack; Applicants should respond in writing submitting:

- ✿ their CV;
- ✿ together with a written statement of 250 words setting out why they would like to be considered for appointment and how they would contribute to the raising of public standards in municipal life.

The CV and statement should be returned to:

**Sarah Sternberg, Monitoring Officer, Bolsover District Council, The Arc, Clowne, Chesterfield, Derbyshire S43 4JY.**

The closing date for applications is by **17:00 xxth November 2016**

Selection will be initially by assessment of the CV and Statement. Short-listed applicants may expect to be interviewed by Members and senior officers of the Council and their appointment will be approved by the Council.

The Council is committed to equality of opportunity in selection regardless of gender, race, religion, age, disability or sexuality.