

FALKIRK COUNCIL

Subject: APPOINTMENT OF LAY CHAIRPERSON TO AUDIT COMMITTEE
Meeting: FALKIRK COUNCIL
Date: 8 DECEMBER 2010
Author: CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 This Report provides an update on the process to recruit a lay Chairperson for the Council's Audit Committee.

2. BACKGROUND

- 2.1 At the meeting of Falkirk Council on 6 October 2010, Members agreed:-

- (1) the process for the recruitment and selection of a lay person as Convener of the Audit Committee as outlined in the report;
- (2) that the appointee should hold the post until the next Local Government Elections due to be held in May 2012;
- (3) that the post will not attract any form of remuneration, but would be voluntary with expenses and subsistence being reimbursed as appropriate;
- (4) the changes to Standing Orders as detailed in Appendix 3; and
- (5) to confirm the composition of the Selection Panel as 2 Labour Group members, 2 SNP Group members and 1 member drawn from the Conservative Group/aligned Independent members/non-aligned Independent member and to request that nominations to the panel are submitted to the Acting Director of Law and Administration.

- 2.2 A timetable for the recruitment process was appended to the Report and in accordance with this the closing date for applications was 5 November 2010.

3. RECRUITMENT PROCESS

- 3.1 An advert was placed in the Falkirk Herald on 14 October 2010, and on the Council's website. I also wrote to Community Councils and to local business groups to advise of the vacancy and to seek interest.
- 3.2 Two expressions of interest were received from local people and two application packs were sent out.
- 3.3 At the closing date of 5 November 2010 no applications had been received.

- 3.4 Given that no applications were received at the closing date, it was considered appropriate to extend the nomination period until 24 December 2010 with a view to broadening the audience for the advert and encouraging interest. A revised advert was placed on the Council's website and was also posted on the My Future's in Falkirk website, and on the linked-in networking site. In addition community and business groups are being contacted to seek interest and to re-advertise the post, this included an e-mail which was sent to around 2500 contacts involved in Falkirk for Business.

4. NEXT STAGE

- 4.1 A selection panel has been formed, made up of 2 Labour, 2 SNP and 1 Independent Member in line with the guidelines on political proportionality.
- 4.2 It is proposed to convene a meeting of the Selection Panel early in the New Year 2011, to discuss any applications received, with a view to making an appointment.

5. RECOMMENDATIONS

Council is invited to:-

- (1) Note the process undertaken for the recruitment and selection of a lay person as Convener of the Audit Committee as outlined in the report, and**
- (2) Note that a meeting of the Selection Panel will be convened to take place early in the New Year 2011.**

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Chief Executive

Date: November 2010

(Contact Officer: Brian Pirie, Democratic Services Manager, ext 6110).

LIST OF BACKGROUND PAPERS

Nil