

## Greater London Authority

# INFORMATION PACK AND APPLICATION FORM

INDEPENDENT PERSONS OF THE GREATER LONDON AUTHORITY

Role: Independent Person of the Greater London Authority

No of Roles: 2

Responsible to: The Greater London Authority’s Monitoring Officer

Responsible for: Advising on allegations of breach of the Members’ Code of Conduct and the Authority in respect of disciplinary proceedings against the Head of the Paid Service, the Monitoring Officer or the Chief Finance Officer.

Start date: May 2024.

#### Introduction to the Role

#### We are looking to appoint an ‘Independent Person’ to provide an important service to the Greater London Authority (‘GLA’) and contribute to maintaining the high ethical governance standards of the GLA.

#### The appointment of an Independent Person for the purposes of consultation is required by the standards provisions in the Localism Act 2011.

#### The role will require the successful applicants to be available for consultation if an allegation of breach of the Members Code of Conduct is received by the GLA and to attend meetings, as required, with the Monitoring Officer. It is anticipated that the views of the Independent Person(s) will usually be sought by the Monitoring Officer by e-mail but, on occasions, contact may be by telephone or in face-to-face meetings.

#### The Independent Person(s) will liaise, as necessary, with the GLA’s Monitoring Officer (in accordance with the GLA’s complaints procedure) to consider complaints against Members and offer their impartial views on the respective case, including any investigations undertaken. Member means:

#### • the Mayor of London,

#### • Members of the London Assembly,

#### • the Mayor of London in his/her capacity as the statutory occupant of MOPAC;

#### • the Deputy Mayor for Policing and Crime (whether or not an Assembly member)

In addition, the Independent Person(s) may be required to advise the GLA in the event of any disciplinary action being proposed against the Head of the Paid Service, the Monitoring Officer or the Chief Finance Officer.

Any decision to appoint new Independent Person(s) is a joint decision with the Mayor and the Assembly and the GLA intends to confirm the appointments in November/December 2023. The new roles will not commence until after the GLA elections in May 2024.

Person Specification:

Some of the fundamental skills and qualities required are the following:

Honesty and integrity

This role carries a high level of moral responsibility and the successful appointments will be placed in a position of trust in the GLA. The Independent Person(s) may, due to the nature of the role, be privy to sensitive or private information which must be treated in confidence. Any information disseminated to an Independent Person(s) in relation to an allegation of breach will be entirely confidential and there will be a fundamental expectation that the matters discussed are not disclosed further. The successful candidates will be able to evidence that they are able to be placed in a position of trust, handle confidential information with integrity and exercise discretion when discussing matters relating to the GLA.

Fair mindedness and impartiality

The Independent Person(s) will have a responsibility to consider the facts of any case and offer fair impartial views to the Monitoring Officer about an allegation of breach of the Code of Conduct. Applicants will be able to evidence the ability to exercise sound objective judgments, including a willingness to thoroughly challenge and impartially assess complaints, reports and defenses and act without bias when forming their views. Applicants will not to be a member of any political party or have a public profile in relation to political activities.

Good communication skills and an enquiring mind

The allegations of breach which the Independent Person(s) will be consulted about may be complex, involve numerous pieces of evidence, and could involve a degree of investigation by the Monitoring Officer, contributing further facets to the case. Applicants will be able to evidence an enquiring mind and be adept at analysing information and formulating views accordingly.

Mature and sound temperament

This role is not age restricted. However, those appointed will have a mature temperament and a fundamental appreciation of the responsibility attached to this role, having a genuine interest in dealing with standards matters.

Commitment and reliability

The role is expected to be a long-term commitment. Whilst the GLA reserves the right to terminate the appointment (should, for example, an individual prove to be unsuitable), it is expected that the post-holders will provide a commitment to undertake the role for the long-term but the initial appointment will be for a period of 2 years.

Please note that this role is legally restricted as detailed below

The Localism Act 2011 prohibits any person who within the last five years has been a Member, co-opted Member or officer of the GLA, from being appointed as the Independent Person(s) who has the statutory role of giving views on any complaint about the conduct of a Member of the GLA.

Section 28(8)(a) of Act also stipulates that a person is not independent (and cannot therefore be considered for appointment) if the person is:

(i) a member, co-opted member or officer of the authority,

(ii) a member, co-opted member or officer of a parish council of which the authority is the principal authority, or

(iii) a relative, or close friend, of a person within sub-paragraph (i) or (ii).

If you fall into any of these categories, please do not apply for this role.

Allowance

This is a voluntary role which attracts an allowance of £1250 per annum (per role) which will be payable in April 2025 for work undertaken in the previous year.

APPLICATION FOR THE POSITION OF INDEPENDENT PERSON

Individuals who wish to be considered for appointment as the Independent Person at the Greater London Authority are requested to provide the following information to support their application. All information provided will be treated in the strictest confidence and will only be used for the purposes of selection. Please feel free to use a separate continuation page if you wish to expand upon your answer to any question outlined below.

1. PERSONAL DETAILS

Name:

Address:

Postcode:

Contact Details:

Mobile Number:

Daytime Number:

Email Address:

2. QUALIFICATIONS

(Please list in particular any qualifications which you think are relevant to the position of Independent Person)

3. SUMMARY OF EXPERIENCE

(Please give a brief account of your experience including career, public and voluntary work together with the nature of your current or most recent occupation)

4. RELEVANT EXPERTISE/SKILLS

(Please outline briefly any knowledge or expertise which you believe would be particularly relevant to your role as an Independent Person having regard to the person specification and role description)

5. Why do you wish to be considered for appointment as Independent Person and what particular attributes do you believe you would bring to the role?

6. Please provide any additional information you may wish to give in support of your application:

7. References will be taken up for all applicants who are invited for interview

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| 1. | Name:  ........................................................ | 2. | Name:  ...................................................... |
|  | Address:  ........................................................ |  | Address:  ...................................................... |
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|  | ................................................... Telephone No. ...............................  E-Mail |  | .................................................Telephone No. .............................  E-Mail |

I wish to apply to be an Independent Person. In submitting this application, I declare that:

EITHER

* I am not and have not during the past five years been a Member or Officer of the Greater London Authority.
* I am not related to, or a close friend of, any Member or Officer of the Greater London Authority.
* I am not actively engaged in local party political activity.

Signed .................................................................................

Date: .................................................................................

Please return this application form by Wednesday 4 October 2023 addressed to:

Rory McKenna

Monitoring Officer

City Hall

Kamal Chunchie Way

London

E16 1ZE

Or the completed form to [monitoringofficer@london.gov.uk](mailto:monitoringofficer@london.gov.uk)