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**MINUTES OF A MEETING OF THE  
APPOINTMENTS SUB COMMITTEE  
Town Hall Romford  
19 November 2012 (8.55 am - 11.05 am)**

**Present:**

**COUNCILLORS**

**Conservative Group** Michael White (Vice-Chair, in the Chair), Steven Kelly,  
+Jeffrey Brace and +Melvin Wallace

**Residents' Group** Clarence Barrett and Gillian Ford

**Labour Group** Denis O'Flynn

Apologies for absence were received from Councillors Becky Bennett and Roger Ramsey (+Malvin Wallace and +Jeff Brace substituted respectively),

Ian Burns, Assistant Chief Executive, Legal & Democratic Services was also present

The Chairman, informed those present of the action to be taken in the event of an emergency.

There were no declarations of pecuniary interest.

**4 MINUTES**

The Minutes of the meeting of the Sub-Committee on 1 October 2012 were accepted as a true record and signed by the Chairman.

**5 EXCLUSION OF THE PUBLIC**

On a motion by the Chairman the Sub-Committee **RESOLVED:**

That the public be excluded from the remainder of the meeting on the grounds that it was likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public were present during those items there would be disclosure to them of exempt information within the meaning of paragraph 1 of Schedule 12A to the Local Government Act 1972.

6 **APPOINTMENT OF AN INDEPENDENT PERSON FOR STANDARDS OF MEMBERS' CONDUCT**

The Committee interviewed four applicants for appointment to this position. The Sub-Committee carefully considered the merits of each candidate by reference to the written profiles and also satisfied themselves as to their competency by questioning them in turn.

Members then deliberated on their individual merits. After weighing the relative strengths and experience of the candidates as indicated by their application and by interview, the Sub-Committee considered that Keith Mitchell, a former housing association official possessed the qualities needed to undertake the statutory role of Independent Person.

The Localism Act requires that the appointment be made by the Council.

The Sub-Committee appreciated that there would be occasions when the Independent Person would be unable to act (for example because of illness or holiday, or because of a possible conflict of interest) and so a deputising arrangement was needed.

Redbridge Council had indicated that it was willing to enter into an informal mutual support arrangement whereby the Independent Person appointed by that Council would be available when necessary to deputise for this Council's Independent Person, and *vice versa*.

Redbridge had appointed Kevin Madden as its Independent Person. Mr Madden was formerly an Independent Member of this Council's Standards Committee but was not debarred from acting as the Independent Person.

**Accordingly, the Sub-Committee RESOLVED to RECOMMEND to the Council that:**

1. Keith Mitchell be appointed as the Council's Independent Person for Standards of Members' conduct, for the purposes of the Localism Act 2011.
2. The Independent Person, Kevin Madden, appointed by Redbridge Council be appointed to deputise for the Council's Independent Person when necessary; and that the Council approve this Council's Independent Person deputising for Redbridge.

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**Chairman**