



CUMBRIA COMBINED AUTHORITY INDEPENDENT PERSON

Role Description for Independent Persons

The role of Independent Person was created under Section 28(7) of the Localism Act 2011. The Authority has a duty under the Localism Act to promote and maintain high standards of conduct for its elected and co-opted members and appointing one or more Independent Persons forms part of the Authority's statutory responsibilities.

The statutory role of the Independent Person is to act as an impartial consultee when an allegation has been made about a member of the Authority having breached the Members' code of conduct. The role also includes the provision of impartial advice to the Authority in situations where Statutory Officer disciplinary or dismissal processes are implemented.

The Independent Person may play a wider role in the promotion and maintenance of an effective standards regime, and the role required by the Combined Authority is set out in this role description.

The Independent Person brings a valuable external and independent perspective to the standards process, aimed at providing assurance of high standards of decision making and fairness in the process.

The role of the independent person will include:

1. Providing advice to the Monitoring Officer (or the Deputy Monitoring Officer) at each stage of the process for determining whether to investigate an allegation of a breach of the Code of conduct by an elected member.
2. Providing advice to the Monitoring Officer about how the allegation might be investigated or resolved.
3. Providing impartial advice to any hearing convened to consider the allegation about a potential breach of the Members' Code of Conduct;
4. Participating in disciplinary and/or dismissal processes involving the authority's Statutory Officers.

INDEPENDENT PERSON

Role Profile for Independent Persons

ESSENTIAL REQUIREMENTS

1. Independence from the Authority. The person engaged must not currently be an elected member, co-opted member or officer of the Authority or its Constituent Authorities or have been in any of these positions within the five years prior to September 2026. In addition, the Independent Person may not be a relative or close friend of any such person.
2. A commitment to supporting the Authority to maintain high ethical standards and to ensure public and member confidence in its member standards arrangements.
3. An understanding of the public interest in ethical standards of local members, the standards of conduct expected by the community of members of public authorities and the degree of scrutiny under which members are placed.
4. Ability to gain the confidence of members of the public, elected and coopted members and of the Authority and senior officers of the Authority.
5. Awareness of the political nature of local authorities and sensitivity to how this might impact on the ethical standards regime.
6. Ability to analyse and interpret substantial and complex information (written and verbal) and to synthesise what is important and relevant in the context of ethical standards and complaints about members of the Authority.
7. Excellent listening skills, and oral and written communication skills, including the use of electronic communications media.
8. Ability to offer authoritative and impartial advice to members of the public, elected and co-opted members of the Authority and senior officers of the Authority.
9. Ability to make decisions, grounded in sound reasoning, judgement and impartiality.
10. Ability to commit and organise the time required to carry out the role.
11. Ability and willingness to attend meetings of the Combined Authority's Audit & Governance Committee or any of its sub-committees or panels as necessary.
12. Ability and willingness to work constructively with members of the public, elected and co-opted members of the Authority and senior officers of the Authority.
13. Ability and willingness to constructively challenge accepted views and

put forward informed alternative perspectives where this is appropriate to achieve the objectives of the Authority to promote and maintain high standards of member conduct.

14. Be comfortable with having a public profile as an Independent Person for the Combined Authority.

DESIRABLE

15. Experience of working in a professional or management capacity in a public organisation, voluntary organisation, charitable organisation, commercial organisation, political organisation, professional or employee organisation.
16. Experience of investigating or making decisions on complaints, or in relation to ethical standards or other aspects of corporate governance in a large organisation.
17. An understanding of dispute resolution processes, such as mediation.