

## **APPOINTMENT OF 2 INDEPENDENT MEMBERS TO THE STANDARDS COMMITTEE FOR DENBIGHSHIRE COUNTY COUNCIL**

Dear Candidate,

Thank you for expressing an interest in working with Denbighshire County Council.

Our Standards Committee provides valuable independent input into the procedures and protocols that Councillors must follow, and recruiting people with the right skills and outlook is key to their success. We hope that having read the application pack you will choose to apply for the role on offer.

I hope this opportunity is of interest to you and look forward to receiving your application.

Regards,

Maggie Griffiths  
**Chair of Denbighshire County Council**  
**Standards Committee**

## APPOINTMENT OF 2 INDEPENDENT MEMBERS TO THE STANDARDS COMMITTEE FOR DENBIGHSHIRE COUNTY COUNCIL

We are looking to appoint 2 Independent Members to the Council's Standards Committee who will be responsible for promoting, maintaining and improving ethical arrangements within the Authority and the City, Town and Community Councils within Denbighshire.

Applicants will be required to demonstrate independence, integrity and impartiality in discharging the work of the committee and possess the following qualities and skills: -

- Listening skills
- Ability to understand and weigh up evidence
- Discretion
- Ability to come to an objective view and explain that view by reference to the evidence
- Respect for others and an understanding of diverse issues
- Empathy with the Welsh Language and Culture
- Experience of attending and contributing to meetings

A detailed knowledge of local government is not necessary although it would be an advantage if potential candidates were interested in matters relating to public life and services. In addition, independent members must: -

- Be eligible for selection as an independent member as defined in the Standards Committees (Wales) Regulations 2001 (see below as to who cannot be an independent member\*)
- Be able to meet the time commitment involved and be available at short notice
- Be well respected in the community
- Be able to provide two references
- Candidates should not otherwise be disqualified (e.g. under Section 80 of the Local Government Act 1972)

### **\*A person cannot be an independent member if they:**

- are a councillor or officer (or spouse or civil partner to a councillor or officer) of any County/County Borough Council, National Park Authority, Fire Authority or a City, Community or Town Council
- are a former senior, cabinet or executive members of Denbighshire County Council within the 5 years prior to their appointment (May 2026)
- are a former councillor of Denbighshire County Council within the 2 years prior to their appointment (May 2026)
- are a former officer who previously held politically restricted posts or were registration officers of Denbighshire County Council or National Park Authority, Fire Authority or a City, Community or Town Council within Denbighshire within the 2 years prior to their appointment (May 2026)

### **Independent Member Payments**

You will receive between £105 to £268 per day depending on your role and the Standards Committee meets up to 6 times per year in Denbighshire.

All applications will be judged on their merit and the need to achieve a balance of skills, qualities and expertise on the Committee as well as the need to represent the community as a whole and achieve a geographical spread will all be taken into account in making the final appointments.

The closing date for applications is the 7<sup>th</sup> April 2026. The appointment will be subject to an interview with an Advisory Panel on the 24<sup>th</sup> April 2026. The Advisory Panel will make a recommendation to Full Council on the 12<sup>th</sup> May 2026 who will make the final decision on the appointment.

For an informal discussion regarding the role please contact Gary Williams, Monitoring Officer on [gary.williams@denbighshire.gov.uk](mailto:gary.williams@denbighshire.gov.uk) or 01824 712562.

Applications forms are available from Amy Foster on [amy.foster@denbighshire.gov.uk](mailto:amy.foster@denbighshire.gov.uk) or by telephone on 01824 712607.

Denbighshire County Council is committed to Equal Opportunities and its Welsh Language Standards. We welcome applications in the Welsh Language and application forms received in the Welsh Language will not be treated less favourably than an application form submitted in English.

## Introduction

The Standards Committee plays a central role in the ethical framework that governs the conduct of Local Authority Members. Every member of a Local Authority and of every City, Town and Community Council has undertaken to abide by the Code of Conduct for Members. The Committee's main role is to promote and maintain high standards of conduct by these Councillors and to assist them to observe the Members' Code of Conduct.

The main way in which the Committee fulfils this duty is by ensuring that the Council's codes, protocols and processes reinforce behaviours that underpin the code. The Committee also reviews reports from bodies such as the Public Services Ombudsman for Wales and practices within other Councils, in order to see whether lessons can be learned.

The Committee has certain specific functions including considering complaints that members have breached the Code of Conduct and to impose a sanction where appropriate. It also considers applications made by Members for dispensations to allow them to take part in discussions even though they have a prejudicial interest under the Code.

The Standards Committee is composed of 7 Members. Its Membership includes:

- 4 "independent" Members, who are not either a Councillor or an Officer or the spouse of a Councillor or an Officer of this Council or any other relevant Authority as defined by the Local Government Act 2000, appointed in accordance with the procedure set out in the Standards Committees (Wales) Regulations 2001 (as amended);
- 2 Councillors other than the Leader and not more than one Member of the Executive; and
- 1 Community Council Member

Denbighshire County Council Standards Committee normally meets bi-monthly on a Friday with meetings commencing at 10.00 and can last up to 3 hours. There will be up to 6 meetings per annum. The meetings are hybrid which means that members can attend remotely via Zoom or in person at County Hall, Ruthin. In addition, there is usually a 30-minute training session related to the work of the Committee before the meeting commences.

Independent Members are remunerated in accordance with rates set by the Independent Remuneration Panel for Wales. Currently, those rates are £105 to £268 per day depending on their role on the committee. Members can also claim travel and subsistence allowances for attendance at physical meetings and other "approved duties."

Successful candidates will be expected to take up their appointments immediately and serve, subject to termination or resignation, for between 4 and 6 years. There is also the possibility of re-appointment for a further term of between 4 and 6 years.

### **Useful Documents:**

<https://www.denbighshire.gov.uk/en/documents/your-council/about-the-council/council-constitution/denbighshire-county-council-constitution-may-2023.pdf>

<https://www.denbighshire.gov.uk/en/documents/your-council/about-the-council/council-constitution/members-code-of-conduct.pdf>

<https://www.denbighshire.gov.uk/en/documents/your-council/about-the-council/council-constitution/the-code-of-conduct-for-members-of-local-authorities-in-wales.pdf>

<https://www.denbighshire.gov.uk/en/documents/hr-policies/my-employment/induction/officers-code-of-conduct-v2-1a.pdf>

## The Role of the Standards Committee

The Standards Committee will have the following roles and functions:

- promoting and maintaining high standards of conduct by Councillors and co-opted Members of the Authority;
- assisting the Councillors and co-opted Members to observe the Members' Code of Conduct;
- advising the Council on the adoption or revision of the Members' Code of Conduct;
- monitoring the operation of the Members' Code of Conduct;
- advising, training or arranging to train Councillors and co-opted Members on matters relating to the Members' Code of Conduct;
- granting dispensations to councillors, co-opted members and church and parent governor representatives from requirements relating to interests set out in the Members' Code of Conduct;
- dealing with any reports from a case tribunal or interim case tribunal, and any report from the monitoring officer on any matter referred to that officer by the Public Services Ombudsman for Wales.
- the exercise of (a) to (e) above in relation to the County Council and the Community Councils wholly or mainly in the area of the County Council.
- in consultation with the Monitoring Officer, considering such other matters as are appropriate and necessary to maintain the highest standards of conduct by the Council, its members and co-opted members. (This includes approved roles under the Protocol for Member/Officer relations, the Self-Regulatory Protocol or any other relevant Protocol)
- undertaking an Annual Review of findings of breaches of the Members Code of Conduct by the Public Services Ombudsman for Wales and reporting its views (if any) to the Council.
- to receive references from the Council's Governance Committee regarding issues of attendance by Members at training on the Code of Conduct.8.6.12 (a) monitoring compliance by leaders of political groups on the council with their duties under section 52A (1) Local Government and Elections Act 2021, and b) advising, training or arranging to train leaders of political groups about matters relating to those duties.
- any member of the Standards Committee may attend proceedings of the Council, the Cabinet and standing committees from which the press and public have been excluded, as long as he or she has signed the Members' Code of Conduct.

## The Independent Members

Applicants will be required to demonstrate independence and impartiality in assisting the Standards Committee in promoting, maintaining, and improving ethical arrangements within Denbighshire County Council and its County's City, Town and Community Councils.

The work of the Committee requires the Independent Members to possess the following qualities and skills:-

- Listening skills
- Ability to understand and weigh up evidence
- Discretion
- Ability to come to an objective view and explain that view by reference to the evidence
- Respect for others and an understanding of diverse issues
- Empathy with the Welsh Language and Culture
- Experience of attending and contributing to meetings

A detailed knowledge of local government is not necessary although it would be an advantage if potential candidates were interested in matters relating to public life and services. In addition, independent members must: -

- Be eligible for selection as an independent member as defined in the Standards Committees (Wales) Regulations 2001 (see below as to who an independent member cannot be\*)
- Be able to meet the time commitment involved and be available at short notice
- Be well respected in the community
- Be able to provide two references
- Candidates should not otherwise be disqualified (e.g. under Section 80 of the Local Government Act 1972)

### **\*A person cannot be an independent member if they:**

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## Application Process

If you wish to proceed with your application, please complete and return the attached application form and equal opportunities form to [amy.foster@denbighshire.gov.uk](mailto:amy.foster@denbighshire.gov.uk).

For an informal discussion regarding the role please contact Gary Williams, Monitoring Officer on [gary.williams@denbighshire.gov.uk](mailto:gary.williams@denbighshire.gov.uk) or 01824 712562.

The closing date for applications is the 7<sup>th</sup> April 2026.

The appointment will be subject to an interview with an Advisory Panel 24<sup>th</sup> April 2026.

The Advisory Panel will make a recommendation to Full Council on the 12<sup>th</sup> May 2026 who will make the final decision on the appointment.

Denbighshire County Council is committed to Equal Opportunities and its Welsh Language Standards

We welcome applications from all parts of our diverse communities including young people, women, people with disabilities, ethnic minorities, and other underrepresented groups.

We welcome applications in the Welsh Language and application forms received in the Welsh Language will not be treated less favourably than an application form submitted in English.

Denbighshire County Council will process the personal data using its official authority and only use it for the purpose of recruitment onto and membership of the Standards Committee. The information will only be shared with those officers and Members involved in the recruitment process (noting that the final appointment will be made by way of publicly accessible report to the whole County Council). If you are successful, we will retain your application form for the term of your service on the Standards Committee. If you are unsuccessful your application form will be securely destroyed at the end of the recruitment process. Further information on your rights and how to complain if you are unhappy with how your personal data has been handled can be found on the Council's website.

<https://www.denbighshire.gov.uk/en/privacy/privacy.aspx#>