

Midlothian Integration Joint Board



Thursday 9 February 2017 at 2pm

Appointment of Standards Officer for the Midlothian Integration Joint Board

Item number: 5.1

Executive summary

The purpose of this report is to confirm the recommendation to the Standards Commission for Scotland in relation to the appointment of the Standards Officer to the Midlothian Integration Joint Board.

Board members are asked to:

- ***To approve that Alan Turpie be recommended for the position of Standards Officer to the Midlothian Integration Joint Board to the Standards Commission for Scotland;***
 - ***To approve the remit of the Standards Officer as per section 3.3 of the report; and***
 - ***To instruct the Chief Officer to communicate the same to the Standards Commission for Scotland.***
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Appointment of Standards Officer for the Midlothian Integration Joint Board

1. Purpose

The purpose of this report is to confirm the recommendation to the Standards Commission for Scotland in relation to the appointment of the Standards Officer to the Midlothian Integration Joint Board.

2. Recommendations

- 2.1 To approve that Alan Turpie be recommended for the position of Standards Officer to the Midlothian Integration Joint Board to the Standards Commission for Scotland;
- 2.2 To approve the remit of the Standard's Officer as per section 3.3 of the report;
- 2.3 To instruct the Chief Officer to communicate the same to the Standards Commission for Scotland

3. Background and Main Report

Nominated Standards Officer

- 3.1 To comply with the Ethical Standards in Public Life etc. (Scotland) Act 2000 (Register of Interests) Regulations 2003, the Standards Commission for Scotland is required to approve the Standards Officer of devolved public bodies, where that body has no employees. The situation therefore applies to the Midlothian Integration Joint Board.
- 3.2 The Standards Commission for Scotland has agreed an approval process with the Scottish Government's Directorate for Health and Social Care Integration under which the following information has to be submitted on behalf of the Board together with confirmation of the nominee:
 - A summary of the Standards Officer's key responsibilities;
 - The name of the nominated individual;
 - Whether the nominated individual is an existing Monitoring or Standards Officer; and
 - The steps taken to assure themselves of the individual's suitability.

Midlothian Integration Joint Board – Standards Officer

3.3 As per the 'Advice on the role of a Standards Officer' issued by the Standards Commission for Scotland, it is recommended that the Midlothian Integration Joint Board's Standards Officer perform the following role:

- The Standards Officer is responsible for ensuring that appropriate training is given to Board Members on the Ethical Standards Framework, the Members' Code of Conduct and the guidance issued by the Standards Commission on the Model Code of Conduct. This includes ensuring training is provided on induction and also on a regular basis thereafter.
- The Standards Officer should contribute to the promotion and maintenance of high standards of conduct by providing advice and support to members on the interpretation and application of the Code of Conduct.
- Under Scottish Statutory Instrument 2003/135, the Standards Officer is responsible for ensuring the body keeps a Register of Interests. The Standards Officer should ensure the Members' Register of Interests is maintained and that a reminder to update entries on the Register of Interests is issued to Members at least once a year.
- The Standards Officer should be responsible for ensuring the Members' Register of Gifts and Hospitality is maintained. The Standards Officer should ensure that a reminder to update entries on the Register of Gifts and Hospitality is issued to Members at least once a year and that Members are aware of the duty to report any change in their circumstances within one month.
- The Standards Officer should ensure the body has in place a consistent approach to obtaining and recording declarations of interest at the start of its meetings.
- The Standards Officer may have an investigatory role if local resolution is attempted in respect of complaints or concerns made about a Member's conduct.
- The Standards Officer should also ensure that officers are aware of / familiar with the requirements of the Member's Code of Conduct.
- The Standards Officer may be required report to the Board from time to time on matters relating to the Ethical Standards Framework that may require review. The Standards Officer should report any concerns about compliance with the Code of Conduct to the Chief Executive.
- The Standards Officer should provide support to the body's Governance or Standards Committee, if such a committee has been established.

The Standards Commission

- The Standards Officer will be the principal liaison officer between the body and the Standards Commission and may assist the Standards Commission whenever necessary in connection with any complaints against a Member of the body and in all matters relevant to the Ethical Standards Framework.
- The Standards Officer should be the point of contact for the Standards Commission and should advise the Standards Commission if they are leaving their post.
- The Standards Officer should try to attend any events arranged by the Standards Commission in order to be kept up to date with all relevant

developments in respect of the Ethical Standards Framework and to help keep the Standards Commission abreast of any issues or trends that emerge.

- The Standards Officer should familiarise themselves with the content of the Standards Commission's professional briefings and should ensure these are circulated to Members. The Standards Officer should also regularly review the Standards Commission's decisions and advise Members of any relevant learning points that have arisen at recent Hearings.
- The Standards Officer should respond to any relevant Standards Commission's consultations including any consultations in respect of proposed revisions to its guidance.

The CESPLS

- The Standards Officer will be the principal liaison officer between the body and the CESPLS and should assist the CESPLS whenever necessary in connection with the investigation of complaints against a Member of the body. This includes providing information and evidence as requested and making arrangements for interviewing of any officers or other Members if CESPLS requires them as witnesses
- If local resolution in respect of complaints or concerns made about a Member's conduct is deemed inappropriate in the circumstances or is unsuccessful, the Standards Officer may be responsible for reporting any alleged breach of the Code of Conduct to the CESPLS.

Other Standards Officers

- The Standards Officer should try to develop relationships with other Standards Officers to share knowledge, experience and information about best practice and to see whether any joint training sessions for Members can be arranged.

Midlothian Integration Joint Board nomination

- 3.5 It is recommended that Alan Turpie who is Midlothian Council's Monitoring Officer be nominated to the Standards Commission as the Standards Officer for the Midlothian Integration Joint Board. By accepting this recommendation it is agreed by the Board that they are satisfied of Alan Turpie's suitability for this position.

4 Policy Implications

- 4.1 There are no policy implications arising from any decisions made on this report.

5 Equalities Implications

- 5.1 There are no equalities issues arising from any decisions made on this report.

6 Resource Implications

6.1 There are no resource implications arising from any decisions made on this report.

7 Risk

7.1 There are no risk implications as a result of this report.

8 Involving People

8.1 There are no implications for involving people as a result of this report.

9 Background Papers

9.1 There are no background papers in relation to the content of this report

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Appendices: None