

## **EXPRESSION OF INTEREST**

### **CONDUCT REVIEW COMMITTEE PANEL MEMBERSHIP**

#### **Information for applicants**

##### **Introduction**

In June 2008, the Department of Local Government issued a revised Model Code of Conduct for Local Councils in NSW. Each council has its own Code based on the Model.

Clause 12.12 of Model Code provides that a council must resolve to appoint persons independent of council to comprise the members of a Conduct Review Committee and /or to act as sole conduct reviewers to enquire into alleged breaches of the code.

Shore Regional Organisation of Councils (SHOROC) is an incorporated association that provides a means by which the Councils of Manly, Mosman, Pittwater and Warringah cooperate and collaborate on matters that benefit the Councils and their communities.

Shore Regional Organisation of Councils (SHOROC) has advertised for suitable people to be members of a Conduct Review Committee and/or serve as a sole conduct reviewer for SHOROC councils.

##### **Who is a suitable person?**

A member of a Conduct Review Committee or a person acting as a sole reviewer must be:

- independent of council, and
- an appropriately qualified person, and
- of high standing in the community.

They need not reside in the local government area of the council that has appointed them.

Suitably qualified persons who provide services to one or more SHOROC councils or who have some other association with one or more SHOROC councils are not precluded from applying. While they will not be appointed by the council(s) with whom they have an association, they may be appointed to a Conduct Review Committee by another council within the SHOROC Council group.

A suitably qualified person is someone who has the skills and knowledge necessary to undertake a review. This could include a background in law, accounting, finance, public sector management, governance, ethics, probity, conflict of interest,

investigation or expertise in a particular area of council operations relevant to the particular alleged breach or complaint.

### **Allowance**

If you are called upon to participate in a conduct review either as part of a Conduct Review Committee or sole reviewer you will be paid an allowance of \$400 per meeting, including preparation time.

### **Process**

Expressions of Interest will be reviewed and shortlisted applicants will be called for interview. People found suitable will then form a panel from which each Council will select for their Conduct Review Committee. Each Council will need to resolve to appoint persons to their own Conduct Review Committee.

Those persons will be appointed for a period of 4 years and may be called upon on an "as needs" basis to be part of a Conduct Review Committee or as a sole reviewer.

You will be notified by SHOROC whether you have been included in their panel or not.

Each individual Council will inform you if and when you have been appointed by resolution of their council.

Where the Mayor or the General Manager of a council decides that a matter is to be considered by a Conduct Review Committee or sole reviewer, you may then be contacted directly to participate.

### **For further information:**

See Department of Local Government website – Circular and Model Code of Conduct

[http://www.dlg.nsw.gov.au/dlg/dlghome/documents/Information/Model\\_Code\\_of\\_Conduct\\_June\\_2008.pdf](http://www.dlg.nsw.gov.au/dlg/dlghome/documents/Information/Model_Code_of_Conduct_June_2008.pdf)