

# Report

Report to:	<b>South Lanarkshire Integration Joint Board</b>
Date of Meeting:	<b>17 August 2021</b>
Report by:	<b>Interim Chief Officer, Health and Social Care Partnership</b>

Subject:	<b>Appointment of Depute Standards Officer</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to: -

- ♦ advise the Integration Joint Board of the requirement to appoint a Depute Standards Officer.

## 2. Recommendation(s)

2.1. The Board is asked to approve the following recommendation(s): -

- (1) that the Board formally nominate Margaret Mary Cairns, Legal Services Manager, South Lanarkshire Council as Depute Standards Officer of the Integration Joint Board.
- (2) that the Board note the responsibilities for the role as outlined at Appendix 1 and
- (3) that the Board agree to the submission of the nomination to the Standards Commission for approval.

## 3. Background

- 3.1. In March 2016 the IJB adopted the Model Code of Conduct for Members of Devolved Public Bodies (as amended), which was created by the Ethical Standards in Public Life (Scotland) Act 2000. At that time Members were advised that Scottish Ministers were working on a standardised Code of Conduct for IJB Members (the Code of Conduct) which would be based on the Model Code and that all IJBs would be expected to adopt it subject to any amendments or branding of their choice approved by the Scottish Government.
- 3.2. On 28 June 2016 the IJB considered and adopted the Code which sets out a framework for members in the carrying out of their duties in order to meet the principles and requirements of the Ethical Standards in Public Life (Scotland) Act 2000.
- 3.3. The Code of Conduct for members of the South Lanarkshire Integration Joint Board was subsequently issued to Scottish Government for approval at the end of June 2016.

#### **4. Standards Officer**

- 4.1 The Ethical Standards in Public Life etc. (Scotland) Act 2000 (Register of Interests) Amendment Regulations 2003 requires a Standards Officer to be appointed for the IJB and sets out the statutory responsibilities for that Officer. In addition, the Standards Commission for Scotland produced guidance which outlined the role of the officer and the duties they might be expected to discharge. The guidance is not prescriptive as the Commission recognises that the Board will wish to have input to their internal governance arrangements.
- 4.3 On 13 September 2016 the Board formally nominated Geraldine McCann, a qualified solicitor, employed by South Lanarkshire Council as the Council's Head of Administration and Legal Services and the Council's Monitoring Officer and Jan Todd, a qualified solicitor employed by South Lanarkshire Council as a Legal Services Adviser as Standards Officer and Deputy Standards Officer respectively. Both appointments were subsequently approved by the Standards Commission.
- 4.4 The Board also approved the key responsibilities of the Standards Officer and Deputy Standards Officers which are outlined in Appendix 1 attached.
- 4.5 Jan Todd, Deputy Standards Officer has retired from her position within the Council and therefore it is necessary to nominate another Officer to undertake this role. It is proposed that Margaret Mary Cairns, a qualified solicitor, employed by South Lanarkshire Council as Legal Services Manager be nominated to undertake the role of Deputy Standards Officer and that this nomination is forwarded to the Standards Commission for approval.

#### **5 Employee Implications**

- 5.1 None.

#### **6 Financial Implications**

- 6.1 None.

#### **7 Other Implications**

- 7.1 The creation of the Standards Officer role is a statutory requirement and as such a failure to appoint a Standards Officer would be a breach of statutory duty.
- 7.2 There are no risk or sustainability issues in terms of the information contained within this report.

#### **8. Equality Impact Assessment and Consultation Arrangements**

- 8.1 This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function, or strategy and therefore no impact assessment is required.
- 8.2. There was also no requirement to undertake any consultation in terms of the information contained in this report.

**Marianne Hayward**  
**Interim Chief Officer, Health and Social Care Partnership**

30 July 2021

**List of Background Papers**

♦ None

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact: -

Geraldine McCann, Standards Officer

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Email: geraldine. McCann @southlanarkshire. gov.uk

**The South Lanarkshire Integration Joint Board  
Standards Officer  
Key Responsibilities.**

1. The Standards Officer is responsible for ensuring that appropriate training is given or made available to Board Members on the Ethical Standards Framework, the Model Code of Conduct and any associated guidance issued by the Standards Commission.
2. The Standards Officer shall provide advice and support to Members on the interpretation and application of the Code of Conduct.
3. The Standards Officer shall be responsible for ensuring that the Integration Joint Board keeps and maintains a Register of Members Interests. The Standards Officer shall arrange for a reminder to be sent to all Members to update their Registers of Interests at least once per year.
4. The Standards Officer shall be responsible for ensuring that a Register of Gifts and Hospitality is established and maintained. The Standards Officer shall arrange for a reminder to be issued to all Members at least once per year to update the Register of Gifts and Hospitality.
5. The Standards Officer shall ensure that the Board has a method for obtaining and recording declarations of interest at the start of its meetings.
6. The Standards Officer may have an investigatory role if local resolution is attempted in respect of complaints or concerns about a member's conduct.
7. The standards Officer shall ensure that the Board's senior officers are aware of the requirements of the Members Code of Conduct.
8. The Standards Officer may be required to report to the Board on any matters relating to the Ethical Standards Framework that may require a review. Any concerns about compliance with the Code shall be reported to the Chief Officer.
9. The Standards Officer shall be the main point of contact for the Standards Commission and shall liaise with the Standards Commission whenever necessary in all matters relating to the Ethical Standards Framework including complaints.
10. The Standards Officer shall keep up to date with all relevant developments of the Ethical Standards Framework including trying to attend any events arranged by the Commission and reviewing the Professional Briefings and Case Decisions in order to appropriately advise Members.
11. The Standards Officer shall coordinate on behalf of the Board responses to any consultations issued by the Standards Commission in respect of the Code of Conduct or Guidance.