

JOB DESCRIPTION	
Job Ref Number: IPOS3-25	£1000 PA
Independent Member for Scrutiny Committee	
<p>PURPOSE OF JOB:</p> <p>To undertake the role of Independent Member for the Overview and Scrutiny Committee providing an independent and impartial presence at meetings and making valuable contributions to the scrutiny of the work Authority and it's decision-making.</p>	
MAIN DUTIES:	
1	To assist the Overview and Scrutiny Committee in scrutinising decisions made, or other action taken cover in connection with any mayoral or function or non-mayoral function of the combined authority.
2	To make recommendations to the Mayor and to the Authority in relation to any of their respective functions, or on matters that affect the Authority's area or its inhabitants.
3	To scrutinise the Greater Lincolnshire Plan, investment strategies, and other key strategies and plans, and to undertake focussed scrutiny on the preparation of budgets and financial planning.
4	To participate when necessary in the utilisation of Call-In powers of the committee where decisions are thought not to have been taken in accordance with the principles of decision making set out in the constitution.
5	To contribute to the setting of a rolling plan of scrutiny based on the Authority's forward plan of decisions that will be taken or have been taken.
6	To assist in identifying appropriate information, research, witnesses, training or resource requirements needed to carry out the function of the committee.
7	To review and assess performance of the Authority in discharging its functions.
8	To contribute to reports and recommendations to the Combined County Authority in relation to reviews conducted within the remit of the Committee.

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
Working knowledge of matters in relation to adult education and skills, the local economy, business growth and countywide transport.	Application	Yes	
Strong leadership skills and experience of chairing meetings.	Application		Yes
A good understanding of public sector decision-making.	Application	Yes	
Knowledge of public sector environmental functions.	Application		Yes
Able to analyse and assess information and make recommendations based on complex data.	Interview	Yes	
Able to make impartial and objective observations.	Interview	Yes	
Able to use appropriate questioning techniques.	Application	Yes	
Able to rigorously scrutinise and challenge constructively without becoming confrontational.	Application	Yes	
Able to communicate effectively both verbally and in writing.	Application	Yes	
Demonstrate effective interpersonal skills.	Interview	Yes	
Knowledge of local government / public service.	Application	Yes	
Ability to play an effective role in meetings through listening, persuading and showing respect for the views of others.	Interview	Yes	
Experience of working in a large organisation, the public sector, or serving on a committee or a board.	Application		Yes

*A = Application form T = Test/Assessment I = Interview P = Presentation

GENERAL

The postholder is expected to work to the Greater Lincolnshire Combined County Authority Core Values and Behaviours and to carry out the duties in accordance with Greater Lincolnshire Combined County Authority policies.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Safeguarding -. All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Greater Lincolnshire Combined County Authority Safeguarding Policy. In addition, employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.