

Draft timeline for recruitment of Independent Person to Audit and Governance Committee

w/c 21 Sept 2015	Report and draft documents (application information/application form) to be considered and approved by Audit and Governance Committee
w/c 5 Oct	Communications to draft proposed communication action plan
w/c 12 Oct	Communication action plan (including content of a press release) to be agreed by Chairman of Audit and Governance Committee and the Monitoring Officer
w/c 19 Oct	press release to be published (as agreed with Communications and Media)
w/c 26 Oct	application period opens
w/c 2 Nov	deadline for applications - 5pm on Friday 6 November 2015 (giving two week period in which to apply)
w/c 9 Nov	short listing of candidates to take place by a panel including Chairman of Audit & Governance Committee, and Monitoring Officer
w/c 23 Nov	Interviews to be held
w/c 30 Nov	offer of position to be provisionally made to successful candidates subject to reference check
w/c 7 Dec	report to be submitted to Council nominating successful candidates
w/c 14 Dec 2015	nominated candidates to be approved by Council on 17 December