

Subject: Whitworth Town Council - Use
by Members of Town Council Facilities

Status: For publication

Report to: Standards Committee

Date: 9th October 2007

Report of: Executive Director of Resources

Portfolio

Holder: A Well Managed Council

Key Decision: No

Forward Plan

General Exception

Special Urgency

1. PURPOSE OF REPORT

1.1 To inform the Standards Committee that Whitworth Town Council have introduced a formal policy in respect of the use by members of Town Council facilities.

2. CORPORATE PRIORITIES

2.1 The matters discussed in this report are linked to and support the following corporate priorities:

- *Delivering quality services to customers (Customers, Improvement)*
- *Equipping Members to fulfil their role as leaders in the community (Community Network)*

3. RISK ASSESSMENT IMPLICATIONS

3.1 There are no specific risk issues for Members to consider arising from this report.

4. BACKGROUND AND OPTIONS

4.1 At the Standards Committee meeting on 8th March 2007 it was resolved that To the policy and guidance notes on the Members' Use of Council Facilities be approved. It was also resolved that the Democratic Services Manager liaise with the Clerk to Whitworth Town Council about the possibility of adapting the document for use in Whitworth.

4.2 A discussion was held between Heather Moore, the Committee and Member Services Manager and David Jackson, former Clerk to Whitworth Town Council to take the recommendations of the Standards Committee forward.

4.3 At their Full Council meeting held on 9th May, Whitworth Town Council approved the Policy which is set out in Appendix A. The policy provides guidance to Councillors on the extent of services provided to support them in their role and this is central to their ability to function effectively.

5. COMMENTS OF THE HEAD OF FINANCIAL SERVICES

5.1 There are no financial implications arising from the introduction of the policy.

6. COMMENTS OF THE EXECUTIVE DIRECTOR OF REGULATORY SERVICES

6.1 The introduction of a policy on the use by Members of Town Council facilities will clarify rights and responsibilities in relation to services to Councillors and strengthen the Council's ethical governance arrangements.

7. COMMENTS OF THE HEAD OF HUMAN RESOURCES

7.1 There are no specific Human Resources implications arising from the introduction of the policy.

8. CONCLUSION

8.1 The policy sets out the rights and responsibilities of Councillors in respect of use of Town Council facilities.

9. RECOMMENDATION(S)

9.1 To note that Whitworth Town Council has approved the introduction of a policy on the use by Members of Town Council facilities.

10. CONSULTATION CARRIED OUT

10.1 Clerk to Whitworth Town Council and Members of the Town Council.

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