

Subject: Protocols for inclusion in the
Constitution

Status: For Publication

Report to: Full Council

Date: 10th December 2008

Report of: Executive Director – Business (Monitoring Officer)

Portfolio

Holder: Finance and Resources

Key Decision: No

Forward Plan General Exception Special Urgency

1. PURPOSE OF REPORT

1.1 This report recommends the introduction of the following Protocols:

- Protocols for the various roles on the Standards Committee
- Section 151 Officer Protocol
- Monitoring Officer Protocol
- Confidential Information Protocol

2. CORPORATE PRIORITIES

2.1 The matters discussed in this report impact directly on the following corporate priorities and associated corporate objective.

- Well Managed Council (Improvement, Community Network)

3. RISK ASSESSMENT IMPLICATIONS

3.1 There are no specific risk issues arising from this report.

4. BACKGROUND AND OPTIONS

4.1 The introduction of Protocols will support Members and Officers and provide clarity on role and responsibilities. It shows that the Council is committed to promoting ethical standards to improve public confidence in local democracy.

COMMENTS FROM STATUTORY OFFICERS:

5. SECTION 151 OFFICER

5.1 There are no specific financial implications arising from the report.

6. MONITORING OFFICER

6.1 As detailed in the report.

7. HEAD OF PEOPLE AND ORGANISATIONAL DEVELOPMENT (ON BEHALF OF THE HEAD OF PAID SERVICE)

7.1 There are no specific human resource implications.

8. CONCLUSION

8.1 It is appropriate to adopt protocols so that Members and Officers are supported in their role.

9. RECOMMENDATION

9.1 The Standards Committee are recommending that Full Council agree the Protocols and that they be included in the Constitution.

10. CONSULTATION CARRIED OUT

10.1 The Standards Committee

11. EQUALITY IMPACT ASSESSMENT

Is an Equality Impact Assessment required No

Is an Equality Impact Assessment attached No

12. BIODIVERSITY IMPACT ASSESSMENT

Is a Biodiversity Impact Assessment required No

Is a Biodiversity Impact Assessment attached No

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