

## PROTOCOL ON COUNCILLOR AND OFFICER RELATIONS

Council - 20 July 2021

**Report of:** Monitoring Officer

**Status:** For consideration

**Also considered by:**

- Governance Committee - 22 June 2021

**Key Decision:** No

**Executive Summary:** This item is for the Committee to approve the revised Protocol on Councillor and Officer Relations and recommend to the Council that it be adopted.

**Portfolio Holder:** Cllr. Fleming

**Contact Officer:** Martin Goodman, Ext. 7245

**Recommendation to Governance Committee:** That

- a) The revised Protocol on Councillor and Officer Relations be approved by the Governance Committee;
- b) The revised Protocol on Councillor and Officer Relations be recommend to Council for approval and adoption.

**Recommendation to Council:** That

- a) The revise Protocol on Councillor and Officer Relations be approved and adopted;
- b) The Monitoring Officer be given authority to amend the Protocol on the Councillor and Officer Relations as from time-to-time may become necessary.

**Reason for recommendation:** To update the Protocol Councillor and Officer Relations to take into account changes in the workplace and in the nature of elected Membership.

## **Introduction and Background**

- 1 The terms of reference of the Governance Committee set out that it may advise the Council on all matters relating to any review of the Council's Constitution.
- 2 It is necessary to revise the Council's Protocol on Councillor and Officer Relations to take into account changes in the workplace and in the nature of elected Membership. The attached revised Protocol has in mind the advent of video conferencing and the growth in the home office.
- 3 All Councils must have a Member Code of Conduct and a process for it to be enforced. It is normal for this to be augmented by a Protocol on Councillor and Officer Relations and other codes (such as rules on confidentiality or behaviour while in the office).
- 4 In addition to the obligations placed upon Officers as employees, they are subject to a Code of Conduct for Employees. The Member/Officer relationship is one of mutual respect and the Protocol does no more than seek to codify this in a sympathetic way.
- 5 It has always been the case that there are necessary boundaries between Officers and Members. The document before the Committee builds on the previous draft and simply adds clauses to reflect current conditions. There are no new obligations on Members or Officers.

## **Key Implications**

### Financial

None.

### Legal Implications and Risk Assessment Statement

No relevant legal implications or risk assessment.

### Equality Assessment

The decisions recommended through this paper have a remote or low relevant to the substance of the Equality Act. There is no perceive impact on end users.

## **Conclusions**

This report seeks the approval and adoption of the revised Protocol on Councillor and Officer Relations.

**Appendices**

Appendix A - Current Protocol on Councillor and Officer Relations (Appendix J)

Appendix B - New Protocol on Councillor and Officer Relations (Appendix J)

**Background Papers**

None

**Martin Goodman**

**Monitoring Officer**