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| <b>Title of meeting:</b>      | Governance and Audit and Standards Committee  |
| <b>Date of meeting:</b>       | 1 February 2019 - Governance and Audit and Standards Committee<br>12 February 2019 - Full Council |
| <b>Subject:</b>               | Constitution Part 4D - Protocol for Member / Officer relations                                    |
| <b>Report by:</b>             | City Solicitor  |
| <b>Wards affected:</b>        | N/A   |
| <b>Key decision:</b>          | No  |
| <b>Full Council decision:</b> | Yes   |

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### **1. Purpose of report**

- 1.1. To ask Members to consider proposed changes to the current Member / Officer Protocol as set out in the Constitution, Part 4D.

### **2. Recommendations**

- 2.1. It is recommended that Members consider the proposed amendments as set out in the appendix: Paragraph 6: 'Officers and party political groups'.
- 2.2. Members are asked to:
  - 2.2.1. Recommend adoption by Full Council on 12 February 2019 to approve the proposed changes shown as track changes in the Appendix; and
  - 2.2.2. Agree that if approved by Full Council, the City Solicitor may make the proposed amendments to the Protocol for Member / Officer relations in Part 4D of the Constitution.

### **3. Background**

- 3.1. The Council has an agreed protocol which sets out what can be expected in relations between Officers and Members.
- 3.2. Central to this protocol is the ongoing need for all officers:
  - 3.2.1. To be seen to serve the Council as a whole, whilst accepting that the greatest demand for their time will be from whichever political group forms the administration;
  - 3.2.2. to at all times be considered to be politically impartial; and
  - 3.2.3. to assist all councillors in a fair and even handed manner.

**4. Reasons for recommendations**

4.1. The proposed changes to the Member Officer Protocol provide clarity to the relationship between Officers and Members and will bring the Constitution up to date so that it reflects the current practice of the Council.

**5. Equality impact assessment**

5.1. The contents of this report do not have any relevant equalities impact and therefore an equalities assessment is not required.

**6. Legal implications**

6.1. The City Solicitor's comments are included in this report.

**7. Director of Finance's comments**

7.1. There are no financial implications arising from the recommendations set out in this report.

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Signed by:

**Appendix - Track changes to the Member Officer Protocol, Constitution Part 4D - paragraph 6 'Officers and party political groups'**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

| Title of document | Location |
|-------------------|----------|
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The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by ..... on .....

.....  
Signed by:

