

BRECKLAND DISTRICT COUNCIL

Report of: Executive Director of Strategy & Governance, Maxine O'Mahony

To: Overview & Scrutiny – 8 November 2018
Council – 6 December 2018

Author: Teresa Smith, Democratic Services Team Leader

Subject: Member/Officer Protocol

Purpose: To review and update the Protocol on Member/Officer relations at Part 5B of the Constitution.

Recommendation(s):

To agree to the revised Member/Officer Protocol and recommend its adoption, for inclusion in the Constitution, to full Council.

1.0 BACKGROUND

- 1.1 The Member/Officer Protocol at Part 5B the Constitution was last subject to a full review in 2006. It was, however, last approved by Council when the revised Constitution was adopted on January 2016.
- 1.2 The Protocol has been re-written in less verbose and less legalistic language, but the key principles in the Protocol remain as there has been no fundamental change to the overall meaning.
- 1.3 Executive Members have been consulted on the draft, and their feedback is reflected in the enclosed document.

2.0 OPTIONS

- 2.1 To agree the protocol without amendment.
- 2.2 To agree the protocol with suggested amendments
- 2.2 Not to agree to the protocol, in which case the existing protocol will remain in place.

3.0 REASONS FOR RECOMMENDATION(S)

- 3.1 The revised Member/Officer Protocol brings up to date the Protocol, which is an important document as it governs the relationship between Officers and Members to enhance and maintain the integrity of local government.

4.0 EXPECTED BENEFITS

- 4.1 Effective working relationships between members and officers, the outcome of which is effective local government and the delivery of effective and efficient services to the Council's residents.

5.0 **IMPLICATIONS**

In preparing this report, the report author has considered the likely implications of the decision - particularly in terms of Carbon Footprint / Environmental Issues; Constitutional & Legal; Contracts; Corporate Priorities; Crime & Disorder; Equality & Diversity/Human Rights; Financial; Health & Wellbeing; Reputation; Risk Management; Safeguarding; Staffing; Stakeholders/Consultation/Timescales; Transformation Programme; Other. Where the report author considers that there may be implications under one or more of these headings, these are identified below.

5.1 **Constitution & Legal**

5.1.1 As the Protocol forms part of the Constitution of the Council, the final decision is reserved to Council.

6.0 **WARDS/COMMUNITIES AFFECTED**

6.1 All.

7.0 **ACRONYMS**

7.1 None.

Background papers:- None

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Key Decision: No

Exempt Decision: No

Appendices attached to this report:

Appendix A Member/Officer Protocol