

COUNCILLOR CONDUCT COMMITTEE

13 MARCH 2019

GUIDANCE FOR COUNCILLORS APPOINTED TO OUTSIDE BODIES AND ORGANISATIONS

Report from: Perry Holmes, Monitoring Officer

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Summary

This report sets out updated guidance to appointees to outside bodies and organisations. This was previously agreed and issued to Councillors and co-opted members by the Councillor Conduct Committee in May 2016. The Councillor Conduct Committee is asked to review the updated guidance at Appendix 1, which has been updated, particularly to reflect the increased use in Alternative Business Structures. It is recommended that the guidance should be re-issued to all Councillors and co-opted members after the local elections in May 2019.

1. Budget and Policy Framework

1.1 The Councillor Conduct Committee is responsible for promoting and maintaining high standards of conduct by Councillors and voting co-optees serving on Council Committees. The Committee has power to advise, train or arrange training for Councillors and co-optees on matters relating to the Members' Code of Conduct.

2. Background

2.1 The Councillor Conduct Committee agreed an earlier version of the guidance which was circulated to all Members and co-opted members in May 2016.

2.2 This guidance has been updated to bring it into line with the Members' Code of Conduct and the increased use of alternative business structures. The changes made are tracked to the guidance issued in May 2016, which is attached at Appendix 1.

2.3 It is also recommended to grant the Monitoring Officer authority to make minor changes to the guidance in order to ensure the list of outside bodies at Appendix B to the guidance is up to date when circulated in May 2019.

3. Risk Management

- 3.1 Risk management is an integral part of good governance. The Council has a responsibility to identify and manage threats and risks to achieve its strategic objectives and enhance the value of services it provides to the community.
- 3.2 The provision of guidance to Councillors appointed to outside bodies and organisations will minimise the risk to them of breaching the requirements in the Members' Code of Conduct.

4. Financial and legal implications

- 4.1 There are no financial implications arising from this report.
- 4.2 The guidance is consistent with the provisions of the Members' Code of Conduct adopted by the Council.

5 Recommendation

- 5.1 The Councillor Conduct Committee is asked to:
- (i) consider and approve the proposed guidance for Councillors appointed to outside bodies and organisations attached at Appendix 1; and
 - (ii) To authorise the Monitoring Officer to make minor changes to the guidance in order to ensure the list of outside bodies at Appendix B to the guidance is up to date when circulated.
 - (iii) To authorise the Monitoring Officer to reissue the guidance to all Councillors and co-opted members after the local elections in May 2019.

Lead officer contact

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Appendices

Appendix 1 - Appointees to outside bodies and organisations: A Guide to your Legal Obligations

Background papers

Members' Code of Conduct