

COUNCIL

10 July 2023

OFFICER/MEMBER PROTOCOL

Report of the Constitution Commission

Strategic Aim:	A modern and effective Council	
Exempt Information	No	
Cabinet Member(s) Responsible:	Cllr G Waller, Leader of the Council	
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Ward Councillors	All	

DECISION RECOMMENDATIONS

That Council:

1. Approves the proposed Officer/Member Protocol at Appendix A.

1 PURPOSE OF THE REPORT

- 1.1 To seek Council approval for the proposed Officer/Member Protocol.

2 BACKGROUND

- 2.1 The current Officer/Member Protocol is dated December 2020. It is contained within the Constitution but was not reviewed when the Constitution was amended in May 2022.
- 2.2 The current Officer/Member Protocol is negative in tone and does not create a useful basis for a positive working relationship. The proposed Protocol is more detailed and therefore lengthier than the current version. It is believed that the additional detail assists with clarity.
- 2.3 Overall, it is therefore timely for it to be reviewed to ensure that it provides an appropriate framework for officer/member working.

- 2.4 The proposed Protocol provides guidance on how Members and Officers should work together effectively to deliver positive outcomes for Rutland's residents, businesses, and communities. It seeks to apply the Nolan principles (the seven principles of public life) into practice and provides guidance on the best practice means of meeting those standards.
- 2.5 The proposed Protocol is borrowed heavily from Liverpool City Council's (LCC) protocol with the consent of Liverpool City Council's Monitoring Officer. LCC has recently reviewed its governance arrangements as part of LCC's response to recent well-documented systemic failings and in a bid to embed best practice.
- 2.6 The proposed Officer/Member Protocol appended to this report has been amended to reflect the comments of Members of the Constitution Commission.

3 CONSULTATION

- 3.1 The proposed Protocol has been reviewed and approved by the Corporate Leadership Team and the Constitution Commission.

4 ALTERNATIVE OPTIONS

- 4.1 Members could decide to not approve the proposed Protocol and the current Officer/Member Protocol would remain. This option is not recommended, as the current Protocol is outdated and no longer fit for purpose.

5 FINANCIAL IMPLICATIONS

- 5.1 None

6 LEGAL AND GOVERNANCE CONSIDERATIONS

- 6.1 The purpose of the Protocol is to provide guidance for Members and Officers to help them work and interact in an efficient and professional way to support the overall good governance of the Council.

7 DATA PROTECTION IMPLICATIONS

- 7.1 None arising from the protocol.

8 EQUALITY IMPACT ASSESSMENT

- 8.1 N/A

9 COMMUNITY SAFETY IMPLICATIONS

- 9.1 None.

10 HEALTH AND WELLBEING IMPLICATIONS

- 10.1 A more effective Officer/Member Protocol will better support the health and wellbeing of Members and Officers.

11 ORGANISATIONAL IMPLICATIONS

- 11.1 Environmental implications

- 11.2 None.
- 11.3 Human Resource implications
- 11.4 None
- 11.5 Procurement Implications
- 11.6 None

12 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 12.1 It is recommended that Council approves the proposed Officer/Member Protocol, appended to the report at Appendix A, which will provide a framework for members and officers to work together effectively to deliver positive outcomes for Rutland's residents, businesses, and communities.

13 BACKGROUND PAPERS

THERE ARE NO ADDITIONAL BACKGROUND PAPERS TO THE REPORT

14 APPENDICES

- 14.1 Appendix A: Proposed Officer/Member Protocol
- 14.2 Appendix B: Current Officer/Member Protocol

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.