

Report of the City Solicitor to the meeting of Standards Committee to be held on 19 March 2014

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Subject:

Guidance for Elected Members

Summary Statement:

This report seeks Standards Committee approval to a proposed guidance document to be provided to Elected Members setting out advice on the framework within which they are required to undertake their different roles.

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1. SUMMARY

- 1.1 This report seeks Standards Committee approval to a proposed guidance document to be provided to Elected Members setting out advice on the framework within which they are required to undertake their different roles.

2. BACKGROUND

- 2.1 The Council's Constitution contains various documents which form the framework within which Members are expected to undertake in their role. In addition, there are a range of legal requirements of which Members must be aware to ensure they can operate effectively and within the law.
- 2.2 Attached at Appendix 1 is a proposed guidance document for Elected Members setting out the usual areas of concern or complexity and giving basic advice to assist Members in navigating some of these rather complex areas.
- 2.3 Standards Committee are asked to consider the attached guidance and comment on its effectiveness in supporting Elected Members to undertake their roles.

3. OPTIONS

- 3.1 Standards Committee Members are asked to consider whether they support the proposed guidance to Elected Members and its circulation.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 There are no financial or resource implications for the circulation of this guidance.

5. LEGAL APPRAISAL

- 5.1 As stated above, there are a range of legislative requirements with which Elected Members must comply. This guidance will help support Members in operating within that framework.
- 5.2 The guidance also sets out specific issues where Members should seek advice from the Strategic Director, City Solicitor or Director of Finance to ensure Members are always supported in determining the appropriate course of action in a given situation.

6. OTHER IMPLICATIONS

6.1 EQUALITY & DIVERSITY

The guidance makes it clear to Members their responsibilities under the Equalities legislation and provides assistance in meeting that responsibility in terms of the advice provided within the guidance on the issues that they will need to consider.

6.2 There are no Sustainability, Community Safety, Human Rights Act, Trade Union, Ward or Green House Gas Impact implications of this report.

7. NOT FOR PUBLICATION DOCUMENTS

7.1 None.

8. RECOMMENDATIONS

8.1 That Standards Committee consider the attached document and approve or amend as appropriate.

8.2 That the final documentation is circulated to all Members of Council.

8.3 That the final document is circulated to Strategic Directors, Directors and Assistant Directors.

9. APPENDICES

Appendix 1 - Guidance for Elected Members.

10. BACKGROUND DOCUMENTS

None.