

**REPORT FOR DECISION**

Agenda Item	
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**MEETING:** STANDARDS COMMITTEE  
**DATE:** TUESDAY 1 MARCH 2005  
**SUBJECT:** PROTOCOL FOR MEMBER AND OFFICER RELATIONS  
**REPORT FROM:** MONITORING OFFICER  
**CONTACT OFFICER:** DIRECTOR OF LEGAL AND DEMOCRATIC SERVICES

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**TYPE OF DECISION:** COUNCIL

**REPORT STATUS:** OPEN

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**PURPOSE/SUMMARY:** To present to Members for consideration a draft Protocol for Member and Officer Relations.

**OPTIONS AND RECOMMENDED OPTION (with reasons):** The Committee is asked to consider and comment on the draft protocol which will be referred to Council for approval.

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**IMPLICATIONS -**

**Financial Implications and Risk Considerations** There are no such implications arising from this report

**Corporate Aims/Policy Framework:**

Do the proposals accord with the Policy Framework? Yes  ✓ No

Are there any legal implications? Yes  No  ✓

**Considered by Monitoring Officer:** Yes  ✓

**Statement by Director of Finance and E-Government:** N/A

**Staffing/ICT/Property:** N/A

**Wards Affected:** N/A

**Scrutiny Interest:** N/A

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**TRACKING/PROCESS****DIRECTOR: LEGAL AND DEMOCRATIC SERVICES**

Chief Executive/ Management Board	Executive Member/ Chair	Ward Members	Partners
<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>
Scrutiny Panel	Executive	Committee	Council
<b>NO</b>	<b>NO</b>	<b>YES</b>	<b>YES</b>

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**1.0 BACKGROUND**

- 1.1. The Association of Council Secretaries and Solicitors (ACSeS) has published a protocol for relationships between Members and Officers. A draft for Bury, which would replace the existing protocol, and which has been based on the ACSeS model, is attached for consideration.
- 1.2 The current Protocol appears in the Council Constitution at Page 217.
- 1.3 The protocol seeks to provide a written guide to:
  - Promote trust, openness, fairness and honesty by establishing some ground rules
  - Define roles so as to:
    - clarify responsibilities
    - avoid conflict
    - prevent duplication or omission
  - Secure compliance with the law, codes of conduct and the Council's own practices
  - Lay down procedures for dealing with concerns by Members and Officers
- 1.4 The protocol follows the Code of Conduct for Members and the seven principles of public life.
- 1.5 The issue of a model code of conduct for employees is being considered by the Office of the Deputy Prime Minister following a period of consultation which closed on 19 November 2004.

**2. Conclusion**

- 2.1 Members are invited to comment on the draft protocol prior to it being referred to Council for approval.

**List of Background Papers:-**

Policy Briefing Paper from the Local Government Information Unit – 233/04

**Contact Details:** - Chris Shillitto, Democratic Services.

Telephone 0161 253 5041

Email – c.shillitto@bury.gov.uk'

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