



Audit and Standards Committee Report

Report of: The Monitoring Officer/Director of Legal and Governance

Date: 16 November 2017

Subject: Review of the Monitoring Officer Protocol

Author of Report: Philippa Braithwaite, Democratic Services - 0114 273 4015

Summary:

This report provides details of proposed changes to the Monitoring Officer Protocol.

Recommendations: That the Committee:

- (a) Comments on the draft revised Monitoring Officer Protocol; and
 - (b) With the inclusion of any additional revisions arising from the meeting, recommends to Full Council the adoption of the revised Protocol and that the Constitution is amended accordingly.
-

Background Papers: None

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial Implications
NO
Legal Implications
YES Cleared by: Gillian Duckworth
Equality of Opportunity Implications
NO
Tackling Health Inequalities Implications
NO
Human rights Implications
NO
Environmental and Sustainability implications
NO
Economic impact
NO
Community safety implications
NO
Human resources implications
NO
Property implications
NO
Area(s) affected
None
Is the item a matter which is reserved for approval by the City Council?
YES
Press release
NO

REVIEW OF THE MONITORING OFFICER PROTOCOL

1.0 INTRODUCTION

- 1.1 This report provides details of proposed changes to the Monitoring Officer Protocol.

2.0 BACKGROUND

- 2.1 The current Protocol was last amended in April 2015 following a change to the Complaints Procedure adopted by Full Council on 25 March 2015.

3.0 REVIEW OF PROTOCOL

- 3.1 Generally the Protocol has worked well but a number of revisions are proposed:-
- Clarifying some of the language used.
 - Allowing the Deputy Monitoring Officers to act in the absence of the Monitoring Officer in their absence (previously this was only permitted for urgent actions).
 - Authorising the Monitoring Officer to deal with any issues that may arise in the course of business that concern the conduct or alleged conduct of Members in the absence of a complaint.
- 3.4 Members are asked to comment on the draft revised Protocol that is appended to the report.

4.0 LEGAL IMPLICATIONS

- 4.1 As the Protocol is included in the Constitution, any changes would require approval at Full Council.

5.0 FINANCIAL IMPLICATIONS

- 5.1 There are no financial implications.

6.0 RECOMMENDATIONS

- 6.1 That the Committee:-
- (a) Comments on the draft revised Monitoring Officer Protocol; and
 - (b) With the inclusion of any additional revisions arising from the meeting, recommends to Full Council the adoption of the revised Protocol and that the Constitution is amended accordingly.

Gillian Duckworth
Monitoring Officer/Director of Legal and Governance

This page is intentionally left blank