

North East Derbyshire District Council

Standards Committee

23 March 2022

Aide Memoire for Councillors and officers on Member/Officer relationships

Report of the Assistant Director of Governance and Monitoring Officer

Classification: This report is public

Report By: Sarah Sternberg, Monitoring Officer

Contact Officer: Monitoring Officer

PURPOSE / SUMMARY

To seek endorsement of the proposal to send out a short guide to officers and members on upholding good working relationships between Members and Officers.

RECOMMENDATIONS

1. Standards Committee support the Monitoring Officer in sending out the attached Aide Memoire to all Members and putting it on the intranet for officers.

Approved by the Portfolio Holder – N/A

IMPLICATIONS

Finance and Risk: Yes No

Details:

On Behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details:

As in the report

On Behalf of the Solicitor to the Council

Staffing: Yes No

Details:

On behalf of the Head of Paid Service

DECISION INFORMATION

Decision Information	
<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:</p> <p>BDC: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input checked="" type="checkbox"/></p> <p>NEDDC: Revenue - £100,000 <input type="checkbox"/> Capital - £250,000 <input type="checkbox"/> <input checked="" type="checkbox"/> Please indicate which threshold applies</p>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	No
District Wards Significantly Affected	None directly
<p>Consultation: Leader / Deputy Leader <input checked="" type="checkbox"/> Cabinet / Executive <input type="checkbox"/> SAMT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></p>	<p>Yes</p> <p>Details: Ward Members</p>

Links to Council Ambition (BDC)/Council Plan (NED) priorities or Policy Framework including Climate Change, Equalities, and Economics and Health implications.
None directly

REPORT DETAILS

1 **Background** *(reasons for bringing the report)*

- 1.1 The 4 Political Parties' Leaders have met with the Head of Paid Service and Monitoring Officer to discuss Member and officer behaviour. It was felt that although a discussion was necessary there wasn't a major problem in this area. There will always be one or two issues that arise.
- 1.2 However it was thought that a reminder should be sent to all Members and should be made available to the officers through the intranet.
- 1.3 The attached is the suggested form for this. All elements are taken from the existing Constitution. There is nothing new in it. It is a reminder of the existing requirements in terms of behaviour.

2. Details of Proposal or Information

- 2.1 The proposal is to send this aide memoire to all Members. I would suggest a mixture of paper and electronic copies should be sent according to Members known preferences.
- 2.2 Officers would be referred to this on the intranet.

3 Reasons for Recommendation

- 3.1 To give an active reminder to Members and Officers of the behaviour and mutual respect expected.

4 Alternative Options and Reasons for Rejection

- 4.1 The only other option would be to do nothing. It is felt that this would not be the best course of action.

DOCUMENT INFORMATION

Appendix No	Title
1	Aide Memoire
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	