

**North East Derbyshire District Council**

**Standards Committee**

**29th April 2026**

**Member Officer Relations Protocol update**

**Report of the Assistant Director of Governance and Monitoring Officer**

Classification: This report is public

Report By: Sarah Sternberg, Assistant Director of Governance and Monitoring Officer

Contact Officer: Sarah Sternberg, Assistant Director of Governance and Monitoring Officer

---

**PURPOSE / SUMMARY**

To update Members on the approach taken with regard to engaging with Members and Officers on the contents of the Protocol.

---

**RECOMMENDATIONS**

1. That Members consider whether any further consultation should occur before the Annual Meeting considers the Protocol.
2. That Members consider the one page summary drafts for Members and Officers.
3. Consideration is given to how Members are informed of the contents of the Protocol.

**IMPLICATIONS**

---

**Finance and Risk:** Yes  No

**Details:**

On Behalf of the Section 151 Officer

---

**Legal (including Data Protection):** Yes  No

**Details: It is considered good practice and is recommended by the LGA that there should be a Member Officer Relations Protocol which is regularly reviewed and brought to the attention of both Members and Officers.**

On Behalf of the Solicitor to the Council

---

**Staffing: Yes  No**

**Details: The Protocol supports both the Members Code of Conduct and the Employee Code of Conduct and deals with what is expected from both in terms of how they treat one another.**

On behalf of the Head of Paid Service

---

## **DECISION INFORMATION**

<b>Decision Information</b>	
<p><b>Is the decision a Key Decision?</b>  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><b>NEDDC:</b>  <b>Revenue - £125,000</b> <input type="checkbox"/> <b>Capital - £310,000</b> <input type="checkbox"/>  <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p><b>Is the decision subject to Call-In?</b>  (Only Key Decisions are subject to Call-In)</p>	No
<b>District Wards Significantly Affected</b>	None but all indirectly
<b>Equality Impact Assessment (EIA) details:</b>	
<p><b>Stage 1 screening undertaken</b></p> <ul style="list-style-type: none"> <li>Completed EIA stage 1 to be appended if not required to do a stage 2</li> </ul>	An EIA was completed for the draft Protocol and submitted to the last Committee.
<p><b>Stage 2 full assessment undertaken</b></p> <ul style="list-style-type: none"> <li>Completed EIA stage 2 needs to be appended to the report</li> </ul>	No, not applicable
<p><b>Consultation:</b>  <b>Leader / Deputy Leader</b> <input type="checkbox"/> <b>Cabinet</b> <input type="checkbox"/>  <b>SMT</b> <input type="checkbox"/> <b>Relevant Service Manager</b> <input type="checkbox"/>  <b>Members</b> <input checked="" type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/></p>	<p>Yes</p> <p>Details: JCG, Party Leaders and Statutory Officers.</p>

<p><b>Links to Council Plan priorities;</b></p> <ul style="list-style-type: none"> <li><b>A great place that cares for the environment</b></li> <li><b>A great place to live well</b></li> <li><b>A great place to work</b></li> <li><b>A great place to access good public services</b></li> </ul>
All indirectly

## REPORT DETAILS

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

1.1 To outline what has been done in terms of seeking comments on the current draft in advance of the Annual Meeting.

## **2. Details of Proposal or Information**

2.1 Following the discussion at the last meeting of the Committee, the draft Member Officer Relations Protocol has been presented to the JCG for comment and sent to the Leaders of the 4 parties in the Council. In relation to the Leaders, any comments received will be reported at the meeting.

2.2 The JCG consideration resulted in a request for a one page summary for employees. It was understood that in some areas of the Council there is a need to read the whole document. However in other areas of the Council it was necessary only to have an overview of it and to know who to seek further information from. The attached draft notes for employees aims to do this.

2.3 In addition it was confirmed that there was to be a session on officer ethics at the next Managers Essentials session and that this would become part of the induction for new employees.

2.4 In terms of Members and notes for them, the employees notes have been replicated but adapted to the Members' perspective. This is also attached.

2.5 For the review of the Member Officer Relations Protocol this year, Members are requested to consider if anything further should be done or any other views sought.

2.6 A further report on the requirements of the LGA guidance in the light of LGR will be put on the Committee's work plan for 2026/7.

## **3 Reasons for Recommendation**

3.1 To keep the Member Officer Relations Protocol up to date and ensure that it is brought to the attention of Members and Officers.

## **4 Alternative Options and Reasons for Rejection**

4.1 Not to review the Protocol was dismissed as it is not good practice nor helpful for Members and Officers.

## **DOCUMENT INFORMATION**

<b>Appendix No</b>	<b>Title</b>
1	Members notes on the Member Officer Relations Protocol Employees notes on the Member Officer Relations Protocol

**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 you must provide copies of the background papers)

None