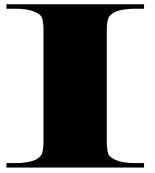




GA.46 16/17

Governance and Audit
Committee

17 January 2017



Subject: Constitution Amendments regarding Member Champions

Report by:

Director of Resources

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Purpose / Summary:

To formalise the previously informal
arrangements for Member Champions.

RECOMMENDATION(S):

To recommend to Council

- a) that the Constitution be amended to formalise the roles of Member Champions; and thus to enable travel and subsistence claims to be made for attendance at meetings and events by Members in their capacity as Member Champions, as is set out for representation on Outside Bodies.
- b) That the responsibility for appointing champions be included in the roles for committees.

IMPLICATIONS

Legal: to ensure compliance with the Council’s Constitution

Financial: Fin ref 120/17
May lead to a small increase in Member travel/subsistence claims.

Staffing : None

Equality and Diversity including Human Rights : N/A

Risk Assessment : None

Climate Related Risks and Opportunities : None

Title and Location of any Background Papers used in the preparation of this report:
[The Council’s Constitution](#)

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman) **Yes** **No**

Key Decision:

A matter which affects two or more wards, or has significant financial implications **Yes** **No**

1 Introduction

- 1.1 The Council's Constitution, Part VI Members Allowances, sets out those occasions when Members may claim a number of allowances (travel etc), and in Appendix 2 Approved Duties, specific organisations are listed which meet the criteria, e.g. the list of Outside Bodies to which Members are formally appointed by Annual Council.

Appendix 2 Approved Duties

The following are approved duties for which members may, if they wish, claim dependent carers', travelling and subsistence expenses:

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15. The attendance by the Council's nominated representative (or the nominated reserve in his/her absence) at meetings of any of the following outside organisations to which he/she has been appointed by the Council or one of its committees, provided the meeting is outside the Councillor's ward:
- 1.2 The number of Member Champions agreed on an informal basis has gradually increased over recent years, and it is felt that the establishment of such posts would benefit from a more formal arrangement.
- 1.3 By formalising the arrangement and listing those Champions for approval of the appointments by the relevant Committee, this would ensure that Members were entitled to claim expenses in accordance with the Members' Allowance Scheme as set out in the Constitution.
- 1.4 Formalising the arrangements for Member Champions would ensure that Members are clear in their Roles and Responsibilities and are covered by the Council's Code of Member Conduct.
- 1.5 A Number of key points in relation to these roles, is set out below for clarity: -
- All member Champions will have an allocated area of responsibility agreed at by the relevant Committee on an annual basis
 - All Member Champions must act reasonably in their role and recognise and work within the Political management and working arrangements adopted by the Council. As such the Member Champion must work with and communicate regularly with the relevant Committee chairs
 - A member champion cannot make decisions and must not commit the Council in any way or in a manner that could be interpreted as being contrary to established policy and practice. They may however confirm a position as stated in a published policy.
 - The Leader and chairs of Policy Committees will

- a) Acknowledge the right of member Champions to be consulted on matters relating to their area of interest
- b) Take full account of any views offered by the Member Champions prior to making decisions relating to the their area of interest
- c) Co-operate with member Champions in the formulation of action plans they have developed with lead officers
- d) Consider nominating champions to represent the Council at relevant conferences/seminar on the subject matter of the member's interest

2 Recommendations

- a) That the Governance and Audit Committee recommend to Council that the Constitution be amended to include the above Member Champion roles, and that those appointments be subject to the same Constitutional protocols as appointments to Outside Bodies.
- b) That the process for such appointments be delegated to the most appropriate Committee with responsibility for the work area.