

Report to Constitution & Member Services Standing Scrutiny Panel

Date of meeting: 20 February 2012

Subject: Reporting from Outside Organizations

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Recommendation:

- (1) To consider scoping the requested review of the Council's links with outside organisations and in particular those aspects which the Panel wishes to address;**
- (2) To consider the need for consultation as part of this review; and**
- (3) To conduct a full review as part of next year's work programme.**

Report:

1. At the meeting on 27.7.11 (Minute 16), the Panel recommended changes to the arrangements for members to report as representatives of the Council on outside organisations. These changes were adopted by the Council and comprised:

- a) a stipulation that all such reports should be in writing and prepared in time to be circulated to members before Council meetings; and
- b) introduction of a new system whereby the Council or any member can request a report from a representative on the work of any outside body.

2. At the same meeting, the Panel asked (Minute 13) for a wider review of reporting by such representatives. This report is designed to allow the Panel the opportunity to scope this further review.

3. Attached as Appendix 1 is the Protocol on External Partnerships from the Constitution. This was created in 2005 and reviewed in 2007. It is suggested that this document might be the starting point for this review.

4. The last review made a series of changes to the Protocol which can be summarized below:

- a) better supply of the protocol to representatives when they are first reported (Para. 3.5);
- b) clarification of the special position of representatives who are not Councilors (Para. 5.1);
- c) more emphasis on Councillors who act as trustees (Para. 6.4);
- d) relationship of the Protocol to the Officer and Member Codes of Conduct (paras. 12.1-12.2); and

e) more details about submission of reports.

5. The current version of the Protocol needs to be updated to take account of the changes in procedure at Council meetings agreed in July last year.

6. There have been difficulties in obtaining reports from both members and outside organizations and the process itself is time-consuming administratively. Members are asked to consider the particular matters which should be the subject of this review.