

**Council**

9 May 2013

**Agenda Item 124**

Brighton &amp; Hove City Council

<b>Subject:</b>	<b>Code of Conduct for Member/Officer Relations; and Code of Conduct for Employees</b>		
<b>Date of Meeting:</b>	<b>9 May 2013</b> 16 April 2013 – Audit & Standards Committee		
<b>Report of:</b>	<b>Monitoring Officer</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Oliver Dixon</b>	<b>Tel: 01273 291512</b>
	<b>Email:</b>	<b>oliver.dixon@brighton-hove.gov.uk</b>	
<b>Ward(s) affected:</b>	<b>All</b>		

**FOR GENERAL RELEASE****1. SUMMARY AND POLICY CONTEXT:**

- 1.1 This report seeks approval for minor amendments to the council's Code of Conduct for Member/Officer Relations, and Code of Conduct for Employees.
- 1.2 The amendments reflect new arrangements for handling confidential information; the council's revised corporate values; and the latest senior management structure.

**2. RECOMMENDATIONS:**

That the Committee –

- 2.1 Agree the council's Code of Conduct for Member/Officer Relations as amended and set out at Appendix 1.
- 2.2 Agree the council's Code of Conduct for Employees as amended and set out at Appendix 2.
- 2.3 Recommend each of these codes to Full Council for approval.

**3. RELEVANT BACKGROUND INFORMATION:**

- 3.1 The Code of Conduct for Member/Officer Relations and the Code of Conduct for Employees form part of the council's constitution and are subject to periodic review, to ensure they remain relevant and up to date.
- 3.2 Following a review in early 2013, it is proposed to amend both codes to take account of recent developments affecting the council's corporate governance, comprising:

- (i) new arrangements for handling confidential information, as reported separately to Audit & Standards Committee on 16 April 2013 (see agenda item 100);
  - (ii) the council's six organisational values; and
  - (iii) the senior management structure introduced on 1 April 2013
- 3.3 The proposed Code of Conduct for Member/Officer Relations, as amended, is set out at Appendix 1.
- 3.4 The proposed Code of Conduct for Employees, as amended, is set out at Appendix 2.

#### **4. COMMUNITY ENGAGEMENT AND CONSULTATION**

- 4.1 The codes referred to in this report were considered by a cross-party working group of members, as well as the Independent Person, on 4 April 2013.

#### **5. FINANCIAL & OTHER IMPLICATIONS:**

##### Financial Implications:

- 5.1 It is not expected that the amended codes will have any significant financial implications for the council.

*Finance Officer Consulted: Anne Silley*

*Date: 08/04/13*

##### Legal Implications:

- 5.2 Changes to the council's constitution of the type described in this report must first be considered by Audit & Standards, then referred to Full Council for approval. (Article 13 03 of the constitution refers). This requirement is reflected in the recommendations above.

*Lawyer Consulted: Oliver Dixon*

*Date: 08/04/13*

##### Equalities Implications:

- 5.3 None specific to this report

##### Sustainability Implications:

- 5.4 None

##### Crime & Disorder Implications:

- 5.5 None

##### Risk and Opportunity Management Implications:

5.6 None

Public Health Implications:

5.7 None

Corporate / Citywide Implications:

5.8 As amended, both codes take account of the council's organisational values. As regards the Code of Conduct for Member/Officer Relations, the key value is respect.

### **SUPPORTING DOCUMENTATION**

#### **Appendices:**

1. Code of Conduct for Member/Officer Relations, as amended.
2. Code of Conduct for Employees, as amended.