



Audit and Governance Committee		Agenda Item
7th July 2023		10
Title:	Update to the member officer protocol	
Report of:	Edwina Adefehinti	
Lead Member:	Edna Murphy (Lead Member for Governance)	
Public Report:	Yes	
Key Decision:	No	
Voting Arrangements:	Simple majority	

Recommendations:

A	Review the Member/Officer Protocol and comment on whether further amends are required.
B	Recommend to the Combined Authority Board to approve a yearly review of the protocol to be delegated to this committee.
C	Authorise the Monitoring Officer in consultation with the Chair to make any make any changes to the protocol arising from the review and any further changes deemed necessary.
D	Note the information regarding instances when members have had to be referred to the Protocol.

Strategic Objective(s):

The proposals within this report fit under the following strategic objective(s):

5	Achieving Best Value and High Performance
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1. Purpose

1.1	The Audit and Governance Committee has a role in overseeing standards in relation to how Members and officers interact with each other. It is therefore appropriate for the Committee to consider and review the existing protocol.
1.2	The Audit and Governance Committee requested to review the Member/Officer Relations' Protocol. This report seeks the views of the Audit and Governance Committee on the protocol

2. Proposal

2.1	To suggest any amendments if the committee deems it appropriate.
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2.2	The Committee may make any suggestions it deems appropriate for consideration by the Monitoring Officer and/or the Combined Authority Board.
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3. Background

3.1	<p>The Member / Officer Relations Protocol(Annex 3) to the Combined Authority's Constitution sets out the parameters through which Members and Officers should engage with each other through their roles.</p> <p>It deals with many issues including general conduct, decision making, use of resources and day to day contact.</p> <p>The Protocol also includes a section setting out how Members should interact with each other, and the basic standards expected.</p> <p>The Audit and Governance Committee has a role in monitoring Member standards including how Members interact with each other and with officers.</p> <p>The attached Protocol adopted on 27th July 2022 the Combined Authority Board, has not been reviewed since the last Committee considered the protocol on 30th June 2022. Consequently, this Committee is being asked to review and comment on the protocol and to authorise the Monitoring Officer in consultation with the Chair of the Committee to make any further changes to the protocol arising from the review</p>
3.2	<p>Since the adoption of the protocol, there have been three instances where the Monitoring officer has reminded members of the requirements of the protocol.</p> <p>On two other occasions, the Monitoring Officer became aware of Officers questioning whether member behaviour aligns with the protocol.</p>

4. Appendices

4.1	<i>Appendix 1- Member officer protocol-</i> CA Board Constitution March 2023 (cambridgeshirepeterborough-ca.gov.uk)
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5. Implications

Financial Implications

5.1	None
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Legal Implications

6.1	The Members/Officer protocol set out at Annex 3 of the Combined Authority's Constitution forms part of the Combined Authority's ethical framework and should be read in conjunction with the Combined Authority's Constitution, the Code of Conduct for Members, disciplinary codes which regulate the conduct of officers and other relevant codes and guidance.
6.2	The Protocol does not specify that the Audit and Governance Committee and/or the Monitoring Officer will jointly keep this Protocol under review. It is good practice to review on an annual basis and make recommendations for changes as appropriate.

6.3	The Committee should pay regard to the Combined Authority's Public Sector Equality Duty (Equality Act 2010) and its obligations to equality and diversity in facilitating and/or discharging the functions of the Combined Authority's including the extent to which have informed the protocol and any proposed revisions to it as part of the Committee's review. The Committee should consider the extent to which the Protocol supports equality of opportunity and engagement for all Members and officers including any impact on protected characteristics.
Public Health Implications	
7.1	None directly
Environmental & Climate Change Implications	
8.1	None Directly
Other Significant Implications	
9.1	None Directly
Background Papers	
10.1	None