

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

DEMOCRATIC SERVICES COMMITTEE

7th November 2018

REPORT OF THE HEAD OF LEGAL SERVICES – MR C GRIFFITHS

Matter for Decision

Wards Affected: All

PREPARATION OF A GUIDANCE NOTE FOR MEMBERS ON DECLARATIONS OF INTEREST AND DECISION MAKING ISSUES

Purpose of the Report

1. To consider a document prepared for Members by the Head of Legal Services in respect of declarations of interest and decision making issues and to determine whether such guidance shall be distributed to all Members of Neath Port Talbot County Borough Council with or without any amendments.

Background

2. In June 2018, the Head of Legal Services was asked to attend a meeting of the Chairs and Vice Chairs of Scrutiny to discuss a guidance note to be produced that explains to members key obligations in respect of declarations of interest and issues that must be considered when making decisions.
3. The Head of Legal Services has now prepared the document attached to this Report at Appendix 1 for Members to consider and to comment on accordingly. The Guidance is prepared in light of the Members Code of Conduct requirements and considers the guidance issued by the Public Services Ombudsman for Wales
4. Following this meeting of the Democratic Services Committee, amendments will then be made and the report circulated to Members via the Democratic Services Section and a copy placed on the Members Hub on the Council's Intranet.

Financial Impact

5. There are no financial impacts associated with this Report.

Equality Impact Assessment

6. There are no equality impacts with this report.

Workforce Impacts

7. There are no workforce impacts associated with this Report

Legal Impacts

8. Part III of the Local Government Act 2000 introduced a new Ethical Framework for Councils which established the current Members Code of Conduct to which all Members must comply.

Consultation

9. There is no requirement under the Constitution for external consultation on this item.

Recommendations

10. It is recommended that Members discuss the Guide for Members on Personal and Prejudicial Interests and confirm whether it meets their requirements. Following their endorsement or consideration of any amendments required the Head of Legal Services will undertake the distribution.

Reason for Proposed Decision

11. To ensure that Members are provided with a practical and easy to follow guide to ensure they are aware of the obligations placed under the Members Code of Conduct.

Appendices

12. Appendix 1 – Guide for Members on Personal and Prejudicial Interests and when making decisions.

List of Background Papers

13. The Constitution of Neath Port Talbot County Borough Council

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