

Report – Establishment Committee

Amendment to Protocol on Member/Officer Relations

To be presented on Thursday, 8th December 2016

*To the Right Honourable The Lord Mayor, Aldermen and Commons of
the City of London in Common Council assembled.*

SUMMARY

At the July meeting of the Court of Common Council, a query was raised inquiring as to whether the training session concerning the Protocol on Member/Officer Relations, which had previously been offered to all Members, had also been offered to Officers.

Your Establishment Committee subsequently considered this matter and noted at its meeting on 16 September that the Protocol would henceforth feature as part of the induction programme for all employees. Online training modules would also be made available for existing staff, along with briefing sessions for staff who work closely with Members. Whilst the Protocol was not formally a part of the Employee Code of Conduct, your Establishment Committee was also pleased to note that it would now be appended to that Code in the interests of transparency.

At its meeting on 6 October, your Standards Committee was informed of this position and recommended that it would be appropriate to align the Protocol with the corporate commitment to equality, diversity and inclusion through including specific references. This would also reflect the wider commitments that have been made to developing and embedding equality and inclusion in the workplace and in service delivery.

Your Standards Committee agreed the following additional points to be added to the Protocol's Expectations subject to your approval.

Expectations

- 1) Members have a right to expect from Officers:
(m) Commitment to equality, diversity and inclusion in their relationship with Members and colleagues
- 2) Officers have a right to expect from Members
(i) Commitment to equality, diversity and inclusion in their relationship with Officers and colleagues

This update and proposal supports the City Corporation's wider commitment to equality diversity and inclusion in its membership, role as employer and in service delivery. The amendments to the Protocol are set out in italics in the full Protocol attached at Appendix 1 for Member's information.

The Member/Officer Protocol was last considered and approved by the Court of Common Council in April 2006.

RECOMMENDATION

It is **recommended** that the Court approves the amendments to the Protocol on Member/Officer Relations.

APPENDICES

Appendix 1 – Member/Officer Protocol

All of which we submit to the judgement of this Honourable Court.

DATED this 25th day of October 2016.

SIGNED on behalf of the Committee.

The Reverend Stephen Decatur Haines, Deputy
Chairman, Establishment Committee