

## MUNICIPAL YEAR 2015/2016 - REPORT NO. 40

**MEETING TITLE AND DATE**  
**Councillor Conduct Committee**

Thursday 16<sup>th</sup> July 2015

**REPORT OF:**  
**Asmat Hussain**  
**Monitoring Officer and Assistant**  
**Director of Legal and**  
**Governance**

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**Agenda - Part:1**

**Item: 7**

**Subject:**

**Gifts and Hospitality**

**Wards:**

**Key Decision No: (if applicable)**

**Cabinet Member consulted:**

**N/A**

### 1. EXECUTIVE SUMMARY

1.1 This report is an annual update providing information to the Councillor Conduct Committee on the gifts and hospitality register and an overview of the process for the period 2014 to 2015.

### 2. RECOMMENDATIONS

2.1 To agree the Guidance Note attached at Appendix 1.

2.2 To note the data for the period to 2014 – 2015.

### 3. BACKGROUND

The Councillors Code of Conduct requires Members to register with the Monitoring Officer any gifts and hospitality and the offer of any gift or hospitality

with an estimated value of £25.00 or more. Offers made but refused must also be disclosed.

The Guidance note at Appendix 1 offers clear information for Members on what is a gift or hospitality and when to complete the register. If agreed, it will be circulated to all Members and placed on the intranet and Members Portal for ease of access.

The register records a total of 27 completed forms in the period 1 April 2014 to 31 March 2015, as shown in the table below.

<b>Gifts and Hospitality Forms April 2014 – March 2015</b>		
Accepted	Declined	Total
17	10	27

For the same period in 2013 – 2014, 19 forms were completed by Members.

#### **4. ALTERNATIVE OPTIONS CONSIDERED**

None

#### **5. REASONS FOR RECOMMENDATIONS**

To provide guidance and assistance to Members on when to register a gift and hospitality and adopt the note at Appendix 1.

#### **6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES AND OTHER DEPARTMENTS**

##### **6.1 Financial Implications**

There are no financial implications.

##### **6.2 Legal Implications**

The Council has a duty to promote and maintain high standards of conduct of Members. The Code of Conduct is drafted in accordance with the Localism Act 2011.

The Gifts and Hospitality guidance note does not remove Members' duties under the Bribery Act 2010. However; the guidance note seeks to assist members in understanding when to register a gift or hospitality.

**6.3 Property Implications**

None

**7. KEY RISKS**

None

**8. IMPACT ON COUNCIL PRIORITIES**

The report contents and the guidance note appendix meet the Council priorities of Fairness for All, Growth and Sustainability and Strong Communities.

**9. EQUALITIES IMPACT IMPLICATIONS**

No equality impact assessment/analysis has been undertaken as it is not required.

**10. PERFORMANCE MANAGEMENT IMPLICATIONS**

*None*

**11. HEALTH AND SAFETY IMPLICATIONS**

*None*

**12. HUMAN RESOURCES IMPLICATIONS**

*None*

**13. PUBLIC HEALTH IMPLICATIONS**

*None*

**Background Papers:** None