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| Meeting:             | Standards Committee   |
| Date:                | 8 December 2009   |
| Subject:             | Protocol on Gifts and Hospitality   |
| Responsible Officer: | Hugh Peart<br>Director of Legal and Governance<br>Services  |
| Portfolio Holder:    | Councillor Paul Osborn<br>Portfolio Holder for Performance,<br>Communication and Corporate Services |
| Exempt:              | No  |
| Enclosures:          | Appendix 1 – Draft Protocol on Gifts and<br>Hospitality   |

## Section 1 – Summary and Recommendations

This report sets out the background to a new protocol on Gifts and Hospitality.

### **Recommendations:**

The Committee/Sub-Committee/Panel is requested to:

1. Comment on the attached draft
2. Approve the draft for recommendation to Council for inclusion in the Constitution.

## Section 2 – Report

### Current situation and why a change is needed

Members have sought clarification from officers on a number of occasions regarding the acceptance of gifts and hospitality but there is currently no written guidance produced by the Council on this issue. This protocol is designed to assist members in deciding whether it is appropriate to accept gifts or hospitality.

### Legal comments

Acceptance of a gift or hospitality could create a personal prejudicial interest. Therefore, the protocol will assist members in ensuring that they comply with the code of conduct.

### Financial Implications

There are no financial implications related to this decision.

### Risk Management Implications

There are no risks related to this decision.

Risk included on Directorate risk register? No

Separate risk register in place? No

## Section 3 - Statutory Officer Clearance

|                     |                                     |   |
|---------------------|-------------------------------------|---|
| Name: Steve Tingle  | <input checked="" type="checkbox"/> | on behalf of the<br>Chief Financial Officer |
| Date: 25/11/09      |                                     |   |
| Name: George Curran | <input checked="" type="checkbox"/> | on behalf of the<br>Monitoring Officer      |
| Date: 25/11/09      |                                     |   |

## Section 4 - Contact Details and Background Papers

Contact: Caroline Eccles, Senior Assistant Lawyer – Employment and Governance, tel: 0208 424 7580.

Background Papers:

Code of conduct

If appropriate, does the report include the following considerations?

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|----|----------------------|----|
| 1. | Consultation         | NO |
| 2. | Corporate Priorities | NO |