



## AUDIT COMMITTEE - 11TH JUNE 2014

**SUBJECT: OFFICERS DECLARATIONS OF GIFTS AND HOSPITALITY**

**REPORT BY: HEAD OF WORKFORCE AND ORGANISATIONAL DEVELOPMENT**

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### **1. PURPOSE OF REPORT**

- 1.1 To advise Members of the Audit Committee of the gifts and hospitality declared by officers for the period January to March 2014.

### **2. SUMMARY**

- 2.1 Attached as Appendix A, is a list of Gifts and Hospitality received by officers of the Council for the 3 months between January and March 2014.

### **3. LINKS TO STRATEGY**

- 3.1 The Council acting through this Committee has an obligation to maintain high standards, probity and conduct throughout its workforce.

### **4 THE REPORT**

- 4.1 Members of the Audit Committee will be aware from the report presented to Audit Committee on 17 September 2013 that the Register of Gifts and Hospitality as declared by officers will be presented to the Audit Committee on a quarterly basis.
- 4.2 A new monitoring system was implemented from November 2013, Heads of Service provide data on a monthly basis to the Head of Workforce and Organisational Development for collation and monitoring purposes.
- 4.3 The Head of Workforce and Organisation Development will continue to monitor the returns and work with Heads of Service to improve their understanding and corporate compliance to the policy.

### **5. EQUALITIES IMPLICATIONS**

- 5.1 None.

### **6. FINANCIAL IMPLICATIONS**

- 6.1 None.

## **7. PERSONNEL IMPLICATIONS**

- 7.1 The Head of Workforce and Organisational Development will continue to monitor the declarations to promote best practice and ensure compliance.

## **8. CONSULTATIONS**

- 8.1 The Improving Governance Project Board and Corporate Management team have been consulted on this report.

## **9. RECOMMENDATIONS**

- 9.1 The Members of the Audit Committee are asked to note the information provided in Appendix A.

## **10. REASONS FOR THE RECOMMENDATIONS**

- 10.1 To ensure that Audit Committee have an oversight of the position in relation to officers Gifts and Hospitality.

## **11. STATUTORY POWER**

- 11.1 Local Government Act 2000.

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Consultees: Gail Williams, Monitoring Officer  
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Cllr Christine Forehead, Cabinet Member for HR & Governance  
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Appendices:  
Appendix A – Declarations of Gifts and Hospitality