

ATODIAD / ENCLOSURE  
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## Review of registers – Summary of Findings 2015

<u>The Standing Register</u>	<u>The Register of Declarations at meetings</u>	<u>Register of Gifts and Hospitality</u>	<u>Training Record</u>
<ol style="list-style-type: none"> <li>1. Examples of school governor status not being declared as a personal interest despite the fact that the members are shown as being school governors on the Authority's internal list.</li> <li>2. Councillors not providing enough detail on land interests in 1.6. This needs to be more detailed and if there are no land interests this should be declared as "none or no interest". There may be a lack of understanding amongst councillors as to what a land interest is.</li> <li>3. Abbreviations of outside bodies, charities and associations used which are unclear. Members should provide the full name and address of the body/charity of which they are a member. However, one reviewer pointed out that the Authority also uses abbreviations and so perhaps the councillors believe this to be an accepted practice.</li> <li>4. Not enough detail being provided on business activities</li> </ol>	<ol style="list-style-type: none"> <li>1. Examples of members ticking box to say they have an interest but then no detail on the interest being provided. Is this because they are unsure?</li> <li>2. Not enough detail being provided on what the personal and prejudicial interests are.</li> <li>3. Confusion on prejudicial interest and what it is – especially when talking about family and friends.</li> <li>4. Members are still not providing enough information about what the interest is and how it relates to agenda items.</li> <li>5. A reviewer recommended that councillors' attendance at outside bodies' meetings where Members are representing the Council should be monitored. Do these Members ever report back to the Council after such meetings?</li> <li>6. Inconsistent declarations of interest in meetings relating to the same matter – voting in</li> </ol>	<ol style="list-style-type: none"> <li>1. Still very few disclosures being made.</li> <li>2. Value of the gifts and hospitality received should be indicated.</li> <li>3. There is no link on the website to gifts and hospitality of co-opted members and this is something that should be considered.</li> </ol>	<ol style="list-style-type: none"> <li>1. Suggest training records are kept for co-opted member members;</li> <li>2. Can training records be placed online?</li> <li>3. Records should be updated to show how many training sessions the members were actually invited to attend.</li> <li>4. A lot of members have not attended training on webcasting and each councillor should be encouraged to attend this training.</li> <li>5. Not a lot of training has taken place this year.</li> </ol>

<p>involved in – descriptions need to be provided of the type of business being undertaken.</p> <ol style="list-style-type: none"> <li>5. List of outside bodies and school governors should include appointment dates.</li> <li>6. There are still anomalies between membership of outside bodies, as recorded by the council, and those declared in the forms. They are not always declared in the forms although they are listed on each councillor’s “front page”.</li> <li>7. Can the list of outside bodies be made simpler by listing the name of each councillor and the body to which they have been appointed to in list format?</li> <li>8. Outside body membership listed on Councillor’s annual report but not always on the standing register, and vice-versa. The standing register and annual report of each councillor need to be consistent.</li> <li>9. Recommend that a link is set up from each members’ file on ‘declarations’ to their Annual Report.</li> <li>10. Some members have not updated their registers since they were elected in May 2013</li> </ol>	<p>some and abstaining in others; this shows a lack of understanding, or perhaps councillors are using the interest to avoid voting on matters which are controversial where perhaps they were entitled to vote?</p> <ol style="list-style-type: none"> <li>7. Not all declarations made in meetings have made it to the web – is this an officer or councillor issue?</li> <li>8. Some unnecessary declarations are still being made – e.g. when members are not actually present in the meeting. It would complete the paper trail if the original hand written declarations (as completed at the meeting by the councillors) could be readily available on-line as the completion of these forms have identified problems in the past.</li> <li>9. A member had declared a personal interest in being a local member on a planning issue and left the room whilst the matter was being discussed. Members should know that being a local member is not a personal interest within the definition of the code and so the</li> </ol>		
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<p>and those members' registers are not necessarily correct and accurate.</p> <p>11. Members are not always declaring their membership of various bodies in the right boxes and are not always completing 2.1-2.6 adequately. (there appears to be confusion between 2.2 and 2.3).</p> <p>12. Employment activities are not always placed in the right section.</p> <p>13. To simplify the review a list should be produced for each councillor detailing all their responsibilities and membership of outside bodies and committees within the council.</p>	<p>personal interest does not need to be disclosed.</p> <p>10. Members are occasionally declaring interest in meetings orally but then not completing the paperwork.</p>		
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