

Draft Submit Officer Decision

Decision: To agree revised interim changes to the Council's Officer Declaration of Interests Policy

Decision Date: 12th May 2016
(d/m/yyyy)

Decision Summary:

In light of:

- The recent Public Interest Report relating to City of York Trading Ltd and the Executive approval of the required actions on Thursday 28th April 2016
- A recent internal audit of Declarations of Interests

the Declarations of interests process has been enhanced to improve control. Given the short timescales to introduce the required changes, this will be an interim position to meet the immediate requirements with a more in depth review planned for later in 2016/17, which is likely to involve consultation with staff and trade unions.

The interim changes will introduce:

- An integrated annual requirement for Chief Officers and staff on Grade 10 and above, to declare their interests operated via the Finance-led 'related-parties' process.
- This annual information will be included in Directorate registers for checking by Directors/Chief Executive.
- Going forward all new forms will include any payments received from council companies/ related parties.
- Declarations for Chief Officers will then be published in full on our Transparency web pages excluding any third party data protected under the data protection act. This follows best practice as set by the Information Commissioner's Office which can be seen at:

<https://ico.org.uk/about-the-ico/our-information/register-of-interests/> .

Type of Decision i.e. Key / Non-Key

Non- key

No. of Delegated Function:

2.3.1.1

Relevant Background Information:

See attached for revised guidance and form for immediate use. Existing Chief Officer declarations using the old forms will be published once this decision is in force, future processes will use the new forms.

Options:

- i) Given the Executive decision and audit findings, there are no other options but to approve these changes.

Consultation Process:

These changes have been discussed with Chief Officers. Officers across the council will be informed of the changes.

Implications:

- Crime & Disorder
- Equalities
- Financial
- Highways
- Human Resources
- ITT
- Legal
- Marketing & Communications
- Property

Level of Risk (1 – 25) :

Medium

Wards Affected:

- (All Wards)
- Acomb Ward
- Bishopthorpe Ward
- Clifton Ward
- Derwent Ward
- Dringhouses & Woodthorpe Ward
- Fishergate Ward
- Fulford Ward
- Guildhall Ward
- Haxby & Wigginton Ward
- Heslington Ward
- Heworth Ward

- Heworth Without Ward
- Holgate Ward
- Hull Road Ward
- Huntington & New Earswick Ward
- Micklegate Ward
- Oswaldwick Ward
- Rural West York Ward
- Skelton, Rawcliffe & Clifton Without Ward
- Strensall Ward
- Westfield Ward
- Wheldrake Ward

Name:

To be Implemented by:

Implementation Status

- Work to Commence on Start Date below
- Work in Progress
- Work completed on Complete Date below

Start Date: (d/m/yyyy)

Due Date: (d/m/yyyy)

Complete Date: (d/m/yyyy)