

Item No. 6.3	Classification: Open	Date: July 8 2009	Meeting Name: Council Assembly
Report title:		Review of the Communication Protocol	
Ward(s) or groups affected:		All	
From:		Strategic Director of Communities, Law and Governance	

RECOMMENDATION

1. That Council Assembly agree the attached communication protocol at Appendix A.

BACKGROUND INFORMATION

2. The communication protocol was introduced in May 2004. This present review of the communication protocol is part of the overall review of the constitution carried out annually.
3. The communication protocol was considered by the Standards Committee and the Constitutional Steering Panel and reported to the council assembly (annual meeting) on May 20 2009. Council assembly agreed to refer the protocol to the Constitutional Steering Panel for further consideration.
4. The revised communication protocol is recommended by the Constitutional Steering Panel, which met on June 17 2009.

KEY ISSUES FOR CONSIDERATION

5. The Constitutional Steering Panel met on June 17 2009 to consider the communication protocol. The Panel agreed that reference to a sign off by the relevant member be included in paragraph 18 and the reference to seeking advice on release of confidential information be removed from paragraph 26. In relation to the latter point, the code of conduct and the Standards Board's guidance on the code that was distributed to all members as part of the code of conduct training last year sets out the rules and detailed guidance on what steps need to be taken to avoid a breach of the code.

Community Impact Statement

6. Good relationships between members and officers are very important in aiding the decision-making process and helping to boost public confidence in the council. A protocol that defines each party's responsibilities creates certainty, which in turn leads to better decision-making and a more satisfied customer.

Legal implications

7. The legal implications are included in the report.

Resource Implications

8. Any resource implications will be contained within existing budgets.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Previous report to Council Assembly entitled Review of the Communications Protocol dated May 20 2009.	Constitutional Team, Southwark Town Hall, Peckham Road, London SE5 8UB	Lesley John 020-7525-7228

APPENDICES

No.	Item
A.	Communication protocol

AUDIT TRAIL

Lead Officer	Deborah Collins, Strategic Director of Communities, Law and Governance	
Report Author	Norman Coombe, Principal Lawyer, Governance Team	
Version	Final	
Dated	June 24 2009	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / EXECUTIVE MEMBER		
Officer Title	Comments Sought	Comments included
Strategic Director of Communities, Law & Governance	Yes	Incorporated
Finance Director	No	No
Executive Member	N/a	N/a
Date final report sent to Constitutional Team	June 24 2009	