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## **REGISTER OF INTERESTS, GIFTS AND HOSPITALITY FOR OFFICERS – TO AMEND FINANCIAL PROCEDURE RULES TO REFLECT CURRENT PRACTICE**

To: **Constitutional Review Working Party – 13 March 2014**

By: **Democratic Services & Scrutiny Manager**

Classification: **Unrestricted**

Ward: N/A

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**Summary:** **To approve an amendment to the Financial Procedure Rules to reflect current practice in relation to the maintenance of a register of interests, gifts and hospitality for officers**

### **For Decision**

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#### **1.0 Current situation**

- 1.1 It is the current practice for the Monitoring Officer to maintain the register of interests, gifts and hospitality for officers.
- 1.2 Consequently, the responsibilities, as set out at Clause 5.0 relating to, “Preventing Fraud and Corruption” [*Appendix C to the Financial Procedure Rules: Financial Procedure Note: Risk Management and Control of Resources*] require to be updated to reflect this practice.
- 1.3 The Working Party is asked to approve the suggested amendment shown at Annex 1.

#### **2.0 Corporate Implications**

##### **2.1 Financial and VAT**

- 2.1.1 None arising

##### **2.2 Legal**

- 2.2.1 The constitution of the Council should be kept up to date to reflect current practices. This avoids confusion.

##### **2.3 Corporate**

- 2.3.1 None directly arising

##### **2.4 Equity and Equalities**

- 2.4.1 None arising

#### **3.0 Recommendation**

- 3.1 That the Working Party approves the amendments as highlighted at Annex 1.

#### 4.0 Decision Making Process

- 4.1 Recommendations by the Working Party will be submitted to Standards Committee, who, in turn, will make final recommendations to Council.

Future Meetings	Date:
Standards Committee	1 April 2014
Council	24 April 2014

Contact Officer:	Glenn Back, Democratic Services & Scrutiny Manager, ext 7187
Reporting to:	Harvey Patterson, Corporate & Regulatory Services Manager and Monitoring Officer, ext 7005

#### Annex List

Annex 1	Extract of Financial Procedure Rules Annexe C: "Preventing Fraud and Corruption"
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#### Background Papers

Title	Details of where to access copy
<i>None</i>	

#### Corporate Consultation Undertaken

Finance	<i>n/a</i>
Legal	<i>n/a</i>