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# West Berkshire Council Member Charter

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<b>Committee considering report:</b>	Council
<b>Date of Committee:</b>	15 May 2025
<b>Portfolio Member:</b>	Councillor Jeff Brooks
<b>Date Head of Service agreed report:</b>	7 May 2025
<b>Date Portfolio Member agreed report:</b>	7 May 2025
<b>Report Author:</b>	Nicola Thomas

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## 1 Purpose of the Report

- 1.1 The Leaders of the Administration, Opposition and Minority Group are keen to reflect their commitment to good working relations with Officers for the benefit of West Berkshire Council and the communities that we serve. To reflect this commitment, a Member Charter has been drafted. This will sit alongside the Code of Conduct for Members.

## 2 Recommendation

- 2.1 Council approves the adoption of the Member Charter.

## 3 Implications and Impact Assessment

Implication	Commentary
<b>Financial:</b>	None
<b>Human Resource:</b>	None
<b>Legal:</b>	The Code of Conduct for Members (Constitution Part 13) reflects the legislative position outlining the expectations for Members conduct and potential consequences should these be breached. The Member Charter reflects the wishes of Members.
<b>Risk Management:</b>	None

<b>Property:</b>	None			
<b>Policy:</b>	None			
	<b>Positive</b>	<b>Neutral</b>	<b>Negative</b>	<b>Commentary</b>
<b>Equalities Impact:</b>				
<b>A</b> Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		x		
<b>B</b> Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		x		
<b>Environmental Impact:</b>		x		
<b>Health Impact:</b>		x		
<b>ICT Impact:</b>		x		
<b>Digital Services Impact:</b>		x		
<b>Council Strategy Priorities:</b>	x			
<b>Core Business:</b>	x			

<b>Data Impact:</b>		x		
<b>Consultation and Engagement:</b>	Discussion with the Leaders of the respective political groups on the Council			

## 4 Executive Summary

- 4.1 The Leader of the Administration requested a Member Charter to be drafted to strengthen Member - Officer relations for the benefit of West Berkshire Council and sit alongside the Part 13 Constitution Code of Conduct for Members.
- 4.2 The Member Charter has been shared with Leaders for the Opposition and Minority Group who have agreed to this in principle.

## 5 Supporting Information

- 5.1 Part 13 Code of Conduct sets out the guide to strengthen and develop Member/ Officer relations for the benefit of the Council. This was recently updated and approved at Council for implementation from 1 April 2025 and can be found: [https://www.westberks.gov.uk/media/38477/Constitution-Part-13-Codes-and-Protocols/pdf/Part\\_13\\_-\\_Codes\\_and\\_Protocols\\_update\\_April\\_2025.pdf?m=1743604941113](https://www.westberks.gov.uk/media/38477/Constitution-Part-13-Codes-and-Protocols/pdf/Part_13_-_Codes_and_Protocols_update_April_2025.pdf?m=1743604941113)
- 5.2 Part 13 reflects the legislative position and Local Government Association guidance. Appendix C sets of the procedure for local determination of allegations under this Code.
- 5.3 Alongside the above, Members wished to reflect on their commitment to strengthening Member- Officer relations as they have done in other organisations. As a result, the Member Charter was drafted.
- 5.4 The Member Charter is intended to sit alongside Part 13 Code of Conduct. Leaders for the relevant Group have overall responsibility for:
  - Directing and reviewing this standard.
  - Ensuring that there is effective consultation and communication on contents of the charter when Members are appointed to office
  - Publishing & Promoting the adoption of this charter.
  - Ensuring compliance with published charter.

## 6 Other options considered

- 6.1 Do nothing; Leaders for the respective Groups consider it important to demonstrate their commitment to Member- Officer relations for the benefit of West Berkshire Council and their commitment to the agreed standards.

## 7 Conclusion

- 7.1 Agreeing to adopting the Member Charter demonstrates the commitment of Members to strengthening Member-Officer relations for the benefit of West Berkshire Council. The Leaders for the respective Groups take ownership and responsibility (in consultation with the Council Statutory Officers) for the Member Charter.

## 8 Appendices

- 8.1 Appendix A – Member Charter

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### Background Papers:

None

### Subject to Call-In:

Yes: ☐ No: x

The item is due to be referred to Council for final approval	<input checked="" type="checkbox"/>
Delays in implementation could have serious financial implications for the Council	<input type="checkbox"/>
Delays in implementation could compromise the Council's position	<input type="checkbox"/>
Considered or reviewed by Scrutiny Commission or associated Committees, Task Groups within preceding six months	<input type="checkbox"/>
Item is Urgent Key Decision	<input type="checkbox"/>
Report is to note only	<input type="checkbox"/>

**Wards affected:** All

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