



Chelmsford City Council Governance Committee

18th October 2023

Update on Register of Interests in City and Parish tier Councils

Report by:
Monitoring Officer

Officer Contact:

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Purpose

To update members on the register of interest forms in City and Parish tier authorities.

Recommendations

1. To note update.
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1. Background

1.1. It is apparent from historic complaints as well as existing monitoring arrangements (which include periodic checks and reminders via clerks) that there remain a few ongoing issues about the completion and updating of the register of interest forms in some authorities at parish tier. To help improve oversight and increase compliance an annual assurance report was introduced in 2022. This was with a view to laying the foundations for further development and improvements after City and Parish elections which took place in May 2023.

1.2. One of the improvements which was implemented after the May 2023 elections for city councillors was the introduction of an online form to update the register

of interests. This has been well received and all city councillors completed the register of interest process by June 2023. This has enabled some initial consistency checks to be raised with Group Leaders and further work is being undertaken to improve the quality of the responses in the future, once the parish tier register of interest work is complete.

1.3. It should also be noted that whilst several parish tier authorities in Chelmsford have adopted the LGA Model Code of Conduct (currently 13 parish tier councils are currently known to have done so and 1 has decided not to adopt the model) this has not yet been formally considered by all parish tier councils in the Chelmsford area. Further work is being undertaken with parish tier councils in relation to this to encourage adoption and the city council has made available new register of interest forms as well as an accessible version of the code of conduct to ease this decision. The potential to extend the online form process to parish tier councils in the future is being explored but this is dependent upon the adoption of the model code. This will include exploring twin hatted councillors at city and parish tier to only complete one online form for both registers of interests. The two new parish tier councils created following the community governance review have been added to the report this year and both have adopted the model code.

1.4. Set out below is the position as at the time of writing the report in relation to the completion of register of interest forms. These have been RAG (red/amber/green) rated.

2. Table detailing returned forms

Council	Amount of Cllrs (excl Vacancies)	Amount of submitted ROI Forms
Chelmsford City	57	57
Boreham	12	10 (2 vacancies) (complete)
Broomfield	13	10 (3 vacancies) (complete)
Chelmer Village	15	8 (7 vacancies, complete)
Chelmsford Garden Community Council	13	13 (complete)
Chignal	7	5 (1 vacancy, 1 outstanding)
Danbury	12	11 (1 vacancy)
East Hanningfield	7	5 (2 outstanding forms)
Galleywood	9	9 (complete)
Good Easter	7	7 (complete)

Great & Little Leighs	10	7 (3 vacancies) (complete)
Great Baddow	15	15 (complete)
Great Waltham	11	11 (complete)
Highwood	7	7 (complete)
Little Baddow	9	8 (1 vacancy) (complete)
Little Waltham	7	7 (complete)
Margaretting	7	6 (1 vacancy) (complete)
Pleshey	7	7 (complete)
Rettendon	9	8 (1 outstanding)
Roxwell	7	7 (complete)
Runwell	13	13 (complete)
Sandon	8	6 (2 vacancies) (complete)
South Hanningfield	12	12 (complete)
South Woodham Ferrers	20	20 (complete)
Springfield	13	12 (1 vacancy) (complete)
Stock	9	2 (3 forms outstanding and 4 vacancies)
West Hanningfield	8	6 (1 vacancy, 1 recently co-opted councillor)
Woodham Ferrers & Bicknacre	9	5 (1 outstanding and 3 vacancies)
Writtle	15	13 (1 outstanding and 1 vacancy)

List of appendices:

Nil

Background papers:

Nil

Corporate Implications

Legal/Constitutional: These are set out in the report.

Financial: None

Potential impact on climate change and the environment: None

Contribution toward achieving a net zero carbon position by 2030: None

Personnel: None

Risk Management: None

Equality and Diversity: None

Health and Safety: None

Digital: None

Other: None

Consultees: None

Relevant Policies and Strategies:

None
