

**12 November 2012****Agenda Item: 10****REPORT OF THE MONITORING OFFICER****COUNCILLORS' DIVISIONAL FUND****Purpose of the Report**

1. To seek Committee's approval to amend arrangements for the Councillors' Divisional Fund (CDF) scheme in 2013.

**Information and Advice**

2. In light of the County Council election in May 2013 it is proposed that Applications for Councillors' Divisional Fund monies must be submitted by 1<sup>st</sup> March 2013. All cheques and any related publicity will be issued by March 14<sup>th</sup>.
3. After March 1st no applications for funds from the Councillors' Divisional Fund will be accepted until after the election. For clarity the full £10,000 per member will be available to each member in the new administration together with a maximum of £1,000.00 or 10% of any monies unspent from the current financial year.

**Other Options Considered**

4. To continue administering the CDF scheme throughout the election period.

**Reason/s for Recommendation/s**

5. The local government code on publicity specifically states that particular care should be given to publicity around election times. In order to avoid any allegations of a breach of the code a temporary change in the arrangements for the Fund is considered wise and proportionate.

**Statutory and Policy Implications**

6. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATION/S**

- 1) To temporarily amend the arrangements for the Councillors' Divisional Fund scheme.
- 2) To agree that all applications for Councillors' Divisional Fund monies be submitted to Democratic Services by 1<sup>st</sup> March 2013 and that no further applications will be accepted after this date until after the May elections.

**Jayne Francis-Ward**

**Corporate Director Policy Planning and Corporate Services and Monitoring Officer**

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### **Constitutional Comments (SG 1/10/12)**

7. The Committee is the appropriate body to decide on the issues set out in this report. The Committee has responsibility for

### **Financial Comments (MB 15/10/12)**

8. The total annual CDF budget is £670,000. Up to £1,000 of unspent budget in each division may be carried forward to the next financial year.

### **Background Papers**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

The Code of Practice on Local Authority Publicity is published -

<http://www.communities.gov.uk/documents/localgovernment/pdf/1878324.pdf>

The Local Government Act 1986 is published –

<http://www.legislation.gov.uk/ukpga/1986/10>

### **Electoral Division(s) and Member(s) Affected**

All