

BLACKTOFT PARISH COUNCIL

MEMBER CODE OF CONDUCT

1. Introduction and Interpretation

- This Code applies to you as member of this authority when you act in your role as a Member and it is your responsibility to comply with the provisions of this Code.
- You are a member or co-opted member of the Blacktoft Parish Council and hence you shall have regard to the following NOLAN PRINCIPLES: *selflessness, integrity, objectivity, accountability, openness, honesty and leadership.*
- You are a representative of this authority and the public will view you as such therefore your actions impact on how the authority as a whole is viewed and your actions can have both a positive and negative impact on the authority.
- The public expect Members to act in an open and transparent manner.
- You must promote and support high standards of conduct when serving your public post, in particular as characterised by the above requirements, by leadership and example.
- In this Code:

‘Meeting’ - means any meeting of:

- a. the authority
- b. the executive of the authority
- c. any of the authority’s, or its Executive’s, committees, sub-committees, joint committees, joint sub-committees or area committees;

‘Member’ - includes all Members and co-opted and appointed Members of the authority.

‘Family’ – means Spouse, Civil partner, any person with whom you are living as a Spouse or Civil partner, parent, grandparent, child, grandchild or sibling.

2. Obligations

- You must not use or attempt to use your position to improperly confer an advantage or disadvantage on any person
- You must treat others with respect
- You must not bully any person
- You must not disclose information given to you in confidence by any one or information acquired by you which you believe, or ought to be aware, is of a confidential nature, except where
 - a. you have consent of the person authorised to give it:
 - b. you are required by law to do so:
 - c. disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person
- Or the disclosure is:
 - a. reasonable in the public interest, made in good faith
 - b. in compliance with the reasonable requirements of the authority and
 - c. you have consulted the Monitoring Officer prior to its release.
- You must not prevent another person from gaining access to information which that person is entitled by Law.
- You must not use or attempt to use your position as a Member improperly to confer on or secure for yourself or any other person an advantage or disadvantage.

- Resources of the authority must
 - a. be used in accordance with the authority's reasonable requirements
 - b. not be used improperly for political purposes and
 - c. comply to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.
- You are accountable for your decisions to the public and you must co-operate fully with whatever scrutiny is appropriate to your office.
- You must be open about your decisions and actions and the decisions and actions of your authority and should be prepared to give reasons for those decisions and actions.
- You must declare any private interests, both pecuniary and non-pecuniary, that relates to your public duties and must take steps to resolve any conflict arising in a way that protects the public interest, including registering and declaring interests in a manner conforming with agreed procedures.
- You must promote and support high standards of conduct when serving your public post, in particular as characterised by the above requirements, by leadership and example.
- You must not place yourself under a financial or other obligation to outside individuals or organisations that might seek to influence you in the performance of your officer duties.
- You must make all decisions on merit.

3. Registering and declaring pecuniary and non-pecuniary interests

You must, within 28 days of taking office as a member or co-opted member, notify your authority's monitoring officer of any disclosable pecuniary interests as defined by regulations made by the Secretary of State, where the pecuniary interest is yours, your spouse's or civil partner's, or is the pecuniary interest of somebody with whom you are living with as a husband or wife, or as if you were civil partners.

In addition, you must, within 28 days of taking office as a member or co-opted member, notify your authority's monitoring officer of any disclosable non-pecuniary interest which your authority has decided should be included in the register.

If an interest has not been entered onto the authority's register, then you must disclose the interest to any meeting of the authority at which you are present, where the matter is not a 'sensitive interest'.

Following any disclosure of an interest not on the authority's register or the subject of pending notification, you must notify the monitoring officer of the interest within 28 days beginning with the date of disclosure.

Unless dispensation has been granted, you may not participate in any discussion or, vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State. Additionally, you must observe the restrictions your authority places on your involvement in matters where you have a pecuniary or non pecuniary interest as defined by your authority.

A 'sensitive interest' is described in the Localism Act 2011 as a member or co-opted member of an authority having an interest, and the nature of the interest being such that the member or co-opted member, and the authority's monitoring officer consider that disclosure of the details of the interest could lead to the member or co-opted member, or a person connected with the member or co-opted member, being subject to violence or intimidation.

An interest is a pecuniary interest in relation to a Member if it is of a description specified in regulations made by the Secretary of State and is an interest of

- The Member
- The Member's spouse or civil partner
- A person the Member is living with as husband and wife, or
- A person with whom the Member is living with as if they were civil partners

BLACKTOFT PARISH COUNCIL
June 2012