



OLVESTON PARISH COUNCIL - Code of Conduct for Members

Adopted May 2016

1 Application

This Code of Conduct applies to you whenever you are acting in your capacity as a member of Oveston Parish Council, including –

- 1.1 at formal meetings of the Council, its Committees and Sub-Committees,
- 1.2 when acting as a representative of the Parish
- 1.3 in taking any decision as a Parish Councillor
- 1.4 in discharging your functions as a Parish Councillor
- 1.5 at briefing meetings with the Clerk
- 1.6 at site visits

2 General Conduct

As a member or co-opted member of Oveston Parish Council I have a responsibility to represent the community.

In accordance with the Localism Act provisions, when acting in this capacity I am committed to behaving in a manner that is consistent with the following principles to achieve best value for our parishioners and maintain public confidence in the Parish Council.

SELFLESSNESS: Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

INTEGRITY: Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

OBJECTIVITY: In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

ACCOUNTABILITY: Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

OPENNESS: Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

HONESTY: Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

LEADERSHIP: Holders of public office should promote and support these principles by leadership and example.

As a Member of Olveston Parish Council, my conduct will in particular address the statutory principles of the code of conduct by:

- Championing the needs of parishioners, including those who did not vote for me.
- Dealing with representations or enquiries from residents, members of our communities and visitors fairly, appropriately and impartially.
- Exercising independent judgement and not compromising my position by placing myself under obligations to outside individuals or organisations who might seek to influence the way I perform my duties as a member/co-opted member of this Parish Council.
- Listening to the interests of all parties, taking all relevant information into consideration, remaining objective and making decisions on merit.
- Being accountable for my decisions and co-operating when scrutinised internally and externally, including by parishioners.
- Contributing to making this authority's decision-making processes as open and transparent as possible to enable parishioners to understand the reasoning behind those decisions and to be informed when holding me and other members to account but restricting access to information when the wider public interest or the law requires it
- Behaving in accordance with all our legal obligations, alongside any requirements contained within this Parishes policies, protocols and procedures, including on the use of the Authority's resources.
- Valuing my colleagues and engaging with them in an appropriate manner and one that underpins the mutual respect between us that is essential to good local government.
- Always treating people with respect.

3 Disclosable Pecuniary Interests (DPIs)

You must -

- 3.1 comply with the statutory requirements to register, disclose and withdraw from participating in respect of any matter in which you have a disclosable pecuniary interest
- 3.2 ensure that your register of interests is kept up to date and notify the the Clerk in writing within 28 days of becoming aware of any change in respect of your disclosable pecuniary interests
- 3.3 make verbal declaration of the existence and nature of any disclosable pecuniary interest at any meeting at which you are present at which an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent and leave the room for the duration of the debate and the vote on the item of business which affects or relates to the interest.

4 Other Interests (NDPI's)

- 4.1 In addition to the requirements of Paragraph 3, if you attend any meeting which includes Council, Committee, Sub-Committee or Joint Committee of Council at which any item of business is to be considered and you are aware that you have a "non-disclosable pecuniary interest or non-pecuniary interest" in that item, you must make verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent you may be required to leave the room, or you may be asked to remain in the room for clarification but not be able vote.