

Code of Conduct – Salt and Enson Parish Council

You are a representative of this Council and the public will view you as such therefore your actions impact on how the Council as a whole is viewed and your actions can have both positive and negative impacts on the Council.

In this Code:-

“meeting” means any meeting of the Council.

“member” includes a co-opted member and an appointed member.

“disclosable pecuniary interest” means an interest defined as such by regulations made for that purpose under the Localism Act 2011.

GENERAL PRINCIPALS

The following principles of conduct are set out in the Localism Act 2011 as the basis of the Code of Conduct and members should have regard to them in their conduct as members of the Council:-

- Selflessness

- Integrity

- Objectivity

- Accountability

- Openness

- Honesty

- Leadership

GENERAL OBLIGATIONS

When acting in your role as a member of the Council:-

- Do treat others with respect
- Do not conduct yourself in a manner which is contrary to the Council's duty to promote and maintain high standards of conduct of members.
- Do not disclose information given to you in confidence by anyone, or information acquired by you which you believe, or ought reasonably to be aware, is of a confidential nature except where-
 - (i) You have the consent of a person authorised to give it;
 - (ii) You are required by law to do so;
 - (iii) The disclosure is made to a third party for the purpose of obtaining professional legal advice and provided that the party agrees not to disclose the information to any other person .
- Do not prevent another person from gaining access to information to which that person is entitled by law

INTERESTS

Notification of Interests

*In addition to the disclosable pecuniary interests under the Localism Act 2011 you must, within 28 days of your election or appointment to office, notify the Monitoring Officer in writing of the details of your personal interests where they fall within the following descriptions, for inclusion in the register of interests:-

- Any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by the Council;
- Any body of which you are a member or in a position of general control or management exercising functions of a public nature;
- Any body of which you are a member or in a position of general control or management directed to charitable purposes;
- Any body of which you are a member or in a position of general control or management one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union), of which you are a member or in a position of general control or management;
or

You must within 28 days of becoming aware of the relevant facts notify the Monitoring Officer in writing if you have a personal interest in a matter of business of the Council where a decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a relevant person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the electoral ward affected by the decision.

A relevant person for the purpose of this Code is –

- (a) A member of your family or any person with whom you have a close association; or
- (b) Any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) Any body in whom such have a beneficial interest in a class or securities exceeding the nominal value of £25,000; or
- (d) Any body of a type described *

You must within 28 days of becoming aware of any new interest or change to any interest or registered as a disclosable pecuniary interest notify the Monitoring Officer of the details of that new interest or change.

Disclosure of Interests

Where you have a personal interest in any business of the Council and where you are aware or ought reasonably to be aware of its existence, and you attend a meeting of the Council at which the business is considered, you must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

Where you have a personal interest but sensitive information relating to it is not registered in your authority's register of members' interests, you must indicate to the meeting that you have a personal interest, but need not disclose the sensitive information to the meeting.

Where you have a personal interest in any business of the Council and you have made an executive decision in relation to that business, you must ensure that any written statement of that decision records the existence and nature of that interest.

Register of Interests

Any interests notified to the Monitoring Officer will be included in the register of interests. A copy of the register will be available for public inspection and will be published on the Council's website.

Sensitive Interests

Where you consider that disclosure of the details an interest could lead to you, or a person connected with you, being subject to violence or intimidation, and the Monitoring Officer agrees, if the interest is entered on the register, copies of the register that are made available for inspection and any published version of the register will exclude details of the interest, but may state that you have an interest, the details of which are withheld.

Non participation in case of pecuniary interest

Where you have a personal interest in any business of the Council you also have a pecuniary interest in that business where the interest is one which:-

- (a) Effects the financial position of you or a relevant person; or
- (b) Relates to the determining of any approval, consent, licence, permission or registration in relation to you or any relevant person; and a member of the public with knowledge of the relevant facts would reasonably regard the interest as so significant that it is likely to prejudice your judgement of the public interest.

Where you have a pecuniary interest in any business of the Council –

- (a) You may not participate in any discussion of the matter at the meeting.
- (b) You may not participate in any vote taken on the matter at the meeting.
- (c) If the interest is not registered and is not the subject of a pending notification, you must notify the Monitoring Officer of the interest within 28 days.

Note: In addition Council Procedure Rule requires you to leave the room where the meeting is held while any discussion or voting takes place.

Where you have a pecuniary interest in any business of the Council which is not a disclosable pecuniary interest, you may attend a meeting but only for the purpose of making representation, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise and you leave the room where the meeting is held immediately after making representations, answering questions or giving evidence.

Pre-determination or bias

Do not place yourself under any financial or other obligation to outside individuals or organisations that might seek to influence you in the performance of your official duties.

When making a decision, Do consider the matter with an open mind and on the facts before the meeting at which the decision is to be taken.