



## **Code of Conduct for Councillors Adopted by Council on 13 September 2012**

You are a member or co-opted member of East Meon Parish Council and hence you shall have regard to the following principles – selflessness, integrity, objectivity, accountability, openness, honesty and leadership. (see below for definitions)

Accordingly, when acting in your capacity as a member or co-opted member:

1. You must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for yourself, your family, a friend or close associate.
2. 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 official duties.
3. When carrying out your public duties you must make all choices, such as making public appointments, awarding contracts or recommending individuals for rewards or benefits, on merit.
4. You are accountable for your decisions to the public and you must co-operate fully with whatever scrutiny is appropriate to your office.
5. You must be as open as possible 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.
6. You must declare any private interests, both pecuniary and non-pecuniary, that relate to your public duties and must take steps to resolve any conflicts arising in a way that protects the public interest, including registering and declaring interests in a manner conforming with the procedures set out in the box below.
7. You must, when using or authorising the use by others of the resources of your authority, ensure that such resources are not used improperly for political purposes (including party political purposes) and you must have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.
8. You must promote and support high standards of conduct when serving in your public post, in particular as characterised by the above requirements, by leadership and example.

# Code of Conduct for Councillors

## Adopted by Council on 13 September 2012

### 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 interest 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 pecuniary or 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 the member must disclose the interest to any meeting of the authority at which they are present, where they have a disclosable interest in any matter being considered and where the matter is not a 'sensitive interest'.<sup>1</sup>

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 the disclosure.

Unless dispensation has been granted, you may not participate in any discussion of, 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.

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<sup>1</sup> 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.

**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. In relation to this principle, regard should be had to the provisions of Chapter 6 of the Act concerning pre-determination. In addition, this principle is dealt with by the provisions of the Act covering disclosable pecuniary interests, their declaration and registration and these aspects are therefore not dealt with further in this Code.

**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. This principle is dealt with by the provisions of the Act covering disclosable pecuniary interests, their declaration and registration and non-participation in decisions which may involve a disclosable pecuniary interest. These aspects are therefore not dealt with further in this Code.

**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. In relation to this principle, regard should be had to the provisions of Chapter 6 of the Act concerning pre-determination. In addition, this principle is dealt with by the provisions of the Act covering disclosable pecuniary interests, their declaration and registration and non-participation in decisions which may involve a disclosable pecuniary interest. These aspects are therefore not dealt with further in this Code.

**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. This principle is dealt with by the provisions of the Act covering disclosable pecuniary interests, their declaration and registration and non-participation in decisions which may involve a disclosable pecuniary interest. These aspects are therefore not dealt with further in this Code.

**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. This principle is dealt with by the provisions of the Act covering disclosable pecuniary interests, their declaration and registration and non-participation in decisions which may involve a disclosable pecuniary interests. These aspects are therefore not dealt with further in this Code.

**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. This principle is dealt with by the provisions of the Act covering disclosable pecuniary interests, their declaration and registration and non-participation in decisions which may involve a disclosable pecuniary interest therefore these aspects are not dealt with further in this Code.

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

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