

COSSINGTON PARISH COUNCIL
9 BENNETTS LANE, COSSINGTON, LEICESTERSHIRE, LE7 4UP

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CHAIRMAN – Mrs P Weston-Webb
Clerk to the Council – Emma Crowe

MEMBERS CODE OF CONDUCT

1. INTRODUCTION AND INTERPERTATION

- 1.1 This Code applies to you as a Member of Cossington Parish Council ('the council') when you act in your role as a Member.
- 1.2 This Code is based on, and is consistent with, the principles of public life set out in Section 28 of the Localism Act 2011 –
- Selflessness
 - Integrity
 - Objectivity
 - Accountability
 - Openness
 - Honesty
 - Leadership
- 1.3 These principles define the standards that Members should uphold and serve as a reminder of the purpose of the 'Code of Conduct'. The principles can be defined as follows:-

SELFLESSNESS – Members should serve only the public interest and should never improperly confer an advantage or disadvantage on any person.

INTEGRITY – Members should not place themselves in situations where their integrity may be questioned, should not behave improperly and should on all occasions avoid the appearance of such behaviour.

OBJECTIVITY – Members should take decisions on merit, including when making appointments, awarding contracts or recommending individuals for rewards or benefits.

ACCOUNTABILITY – Members should be accountable to the public for their actions and the manner in which they carry out their responsibilities and should co-operate fully and honestly with any scrutiny appropriate to their particular office.

OPENNESS – Members should be as open as possible about their actions and those of the Council and should be prepared to give reasons for those actions.

HONESTY – Members should not place themselves in situations where their honesty may be questioned.

LEADERSHIP – Members should promote and support these principles by leadership and by example and should act in a way that secures or preserves public confidence.

1.4 It is your responsibility to comply with the provisions of this Code.

1.5 In this Code 'meeting' means any meeting of:-

- a. The Council
- b. Any of the Council's committees, sub-committees, joint committees, working groups or panels.

'Member' includes a co-opted member.

2. GENERAL OBLIGATIONS

2.1 **DO** treat others with respect. In particular you should promote equality by not discriminating unlawfully against any person and by treating people with respect regardless of their race, age, religion, gender, sexual orientation or disability. You should also respect the impartiality and integrity of the Council's statutory officers and employees.

2.2 **DO NOT** conduct yourself in a manner which is contrary to the Council's duty to promote and maintain high standards of conduct by Members or the principles contained in Section 28 of the Localism Act 2011 (see paragraphs 1.2 and 1.3 above).

2.3 **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 a confidential nature except where:-

- (1) You have the consent of a person authorised to give it.
- (2) You are required by law to do so.

(3) The 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.

(4) The disclosure is –

- a. Reasonable and in the public interest.
- c. Made in good faith and in compliance with the reasonable requirements of the Council

- d. You have consulted the Clerk or taken other independent legal advice prior to its release.
- 2.4 **DO NOT** prevent another person from gaining access to information to which that person is entitled by law.
- 2.5 **DO 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.
- 2.6 When using or authorising the use by others of the resources of the Council –
 1. **DO** act in accordance with the Council's reasonable requirements and policies.
 2. **DO** ensure that such resources are not used improperly for political purposes (including party political purposes).
 3. **Do** have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.

3. GIFTS AND HOSPITALITY

- 3.1 **DO** exercise caution in accepting any gifts or hospitality which are (or which you reasonably believe to be) offered to you because you are a member.
- 3.2 **DO NOT** accept significant gifts or hospitality from persons seeking to acquire, develop or do business with the Council or from persons who may apply to the Council for any permission, licence or other significant advantage.
- 3.3 **DO** register with the Clerk any gift or hospitality with an estimated value of at least £25.00 within 28 days of its receipt.

4. REGISTRATION OF INTERESTS

- 4.1 **DO** notify the Clerk of your disclosable pecuniary interest or other interest which the Council has decided are appropriate for registration within 28 days of being elected or appointed to office.
- 4.2 **DO** notify the Clerk of any change in your disclosable pecuniary interests or other interests which the Council has decided are appropriate for registration within 28 days of the change taking place.
- 4.3 **DO** notify the Clerk of any disclosable pecuniary interests or other interest which the Council has decided are appropriate for registration, not already registered within 28 days of your re-election or re-appointment to office.
- 4.4 **DO** be aware that disclosable pecuniary interests include not only your interests but also the interests of your spouse or civil partner, a person with whom you are living as husband and wife or a person with whom you are living as if they were a civil partner, so far as you are aware of the interests of that person.

4.5 **DO** be aware that the Council has decided that it is appropriate for you to register and disclose non-pecuniary interests that arise from your membership of or your occupation of a position of general control or management in the following bodies –

- (1) Bodies to which you have been appointed or nominated by the Council
- (2) Bodies exercising functions of a public nature.
- (3) Bodies directed to charitable purposes.
- (4) Bodies one of whose principal purposes includes the influence of public opinion or policy.

NOTE "Disclosable pecuniary interests" means interest defined as such in regulations made by the Secretary of State.

5. DISCLOSURE OF INTERESTS AND PARTICIPATION

5.1 **DO** disclose to a meeting at which you are present any disclosable pecuniary interest or other interest which the Council has decided is appropriate for registration.

5.2 **DO** notify the Clerk of any disclosable pecuniary interest or other interest which the Council has decided is appropriate for registration not already registered that is disclosed to a meeting under paragraph 5(1) above within 28 days of the disclosure.

5.3 **DO NOT** participate in any discussion or vote where you have a disclosable pecuniary interest in a matter. **DO** withdraw from the meeting during consideration of the matter if requested by the other Councillors.

6. PREDETERMINATION

6.1 **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.

6.2 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 made.

Prepared by: Mrs E Crowe (Clerk & RFO)

Approved by: Mrs P Weston-Webb
Mrs P Morelli-McKeon
Mr A Shuttlewood
Mrs B Orridge
Mr H Sanderson

The Code of Conduct was considered by Cossington Parish Council at its Parish Council Meeting on 15th May 2019 and approved by the council as a true statement.