

Council Policy



two ways :: one outcome

Title	Code of Conduct – Elected Members			P01
Type	Council Policy			
Document Owner	Chief Executive Officer			
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PURPOSE

To promote the high standard of behaviour residents and the wider public expect of both the Councillors, Local Authority members and Council committee members.

SCOPE

This policy applies to all the elected Council members, Local Authority Members and Council Committee members.

DEFINITION AND TERMS

Member means all elected members (Councillors), Local Authority members or Committee members whether elected or appointed by the Council.

CEO means the Chief Executive Officer and includes the acting CEO.

LEGISLATION AND REFERENCE

Local Government Act, 2019.

POLICY STATEMENT

1. Honesty and integrity

- 1.1 Councillors, Local Authority members and Council Committee members must act honestly and with integrity in performing official functions.
- 1.2 Councillors, Local Authority members and Council Committee members must be good representatives of the Council and do not damage its good reputation.
- 1.3 Do not be under the influence of alcohol or drugs when on Council business.

2. Care and diligence

- 2.1 Councillors, Local Authority members and Council Committee members must act with reasonable care and diligence in performing official functions.
- 2.2 Council property (buildings, equipment, computers and vehicles) can only be used for agreed Council business.

3. Courtesy

- 3.1 Councillors, Local Authority members and Council Committee members must act with courtesy towards other members, council staff, electors and members of the public.

4. Prohibition on bullying

4.1 Councillors, Local Authority members and Council Committee members must not bully another person in the course of performing official functions.

5. Conduct towards council staff

5.1 Councillors, Local Authority members and Council Committee members must not direct, make personal demands on staff, reprimand, or interfere in the management of council staff.

6. Respect for diversity

6.1 Councillors, Local Authority members and Council Committee members must respect cultural diversity and must not therefore discriminate against others, or the opinions of others, on the ground of their cultural background.

6.2 Councillors, Local Authority members and Council Committee members must act with respect for cultural belief and practices in relation to other members, Council staff, electors and members of the public.

7. Conflict of interest

7.1 Councillors, Local Authority members and Council Committee members must, if possible, avoid conflict of interest between the member's private interests and official functions and responsibilities.

7.2 Where a conflict in fact exists, the member must comply with the member's statutory obligations of disclosure.

8. Respect for confidences

8.1 Councillors, Local Authority members and Council Committee members must respect the confidentiality of information obtained in confidence in the member's official capacity.

8.2 Councillors, Local Authority members and Council Committee members must not make improper use of confidential information obtained in an official capacity to gain a private benefit or to cause harm to another.

9. Gifts

9.1 Councillors, Local Authority members and Council Committee members must not solicit or encourage gifts or private benefits from any person who might have an interest in obtaining a benefit from the council.

9.2 Councillors, Local Authority members and Council Committee members must not accept a gift from a person that is given in relation to the person's interest in obtaining a benefit from the Council.

10. Accountability

10.1 Councillors, Local Authority members and Council Committee members must be prepared at all times to account for the member's performance as Councillors, Local Authority members and Council Committee members and the member's use of council resources.

11. Act in the best interest of the whole region

11.1 Councillors, Local Authority members and Council Committee members must act in what the member genuinely believes to be the best interests of the region, not just your family, skin group etc., community or ward.

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11.2 In particular, Councillors, Local Authority members and Council Committee members must seek to ensure that the member's decisions and actions are based on an honest, reasonable, and properly informed judgment about what will best advance the best interests of the region.

12. Training

12.1 Councillors, Local Authority members and Council Committee members must undertake relevant training in good faith.

13. Breaches of the Code of Conduct

13.1 Breaching the Code of Conduct is seen as serious misconduct. If Councillors, Local Authority Members or Committee members breach the Code of Conduct they will be dealt with under the Council disciplinary procedures and in accordance to the provisions of the Local Government Act, 2019.

13.2 Councillors, Local Authority members and Council Committee members have a duty to report breaches of this Code of Conduct to the President, Deputy President or CEO.

REVIEW HISTORY

Date	Details
3/9/2008	Initial Policy adopted by Council
11/10/2013	Revised and adopted by Council CRN 642
6/5/2016	Revised and adopted by Council CRN OC046
29/7/2020	Reviewed and adopted by Council CRN OC085/2020