

## KNIVETON PARISH COUNCIL Code of Conduct

As a member of **Kniveton Parish Council**, I have a responsibility to represent the community and work constructively with our staff and partner organisations to secure better social, economic and environmental outcomes for all.

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 residents and maintain public confidence in this authority.

**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.

**BULLYING AND HARASSMENT:** Holders of public office must treat others with respect and must not pursue a course of conduct which amounts to bullying or harassment of another.

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

The Act further provides for registration and disclosure of interests and in **Kniveton Parish Council** this will be done as follows:

### 1. REGISTRATION OF MEMBER'S INTEREST

- (1) Subject to section 2(1), you must within 28 days of:-
- a) This Code being adopted by or applied to your authority; or

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b) Your election or appointment to office (where that is later),  
 - register in your authority's Register of Members' Interests (maintained under section 81 (1) of the Local Government Act 2000) details of your personal interests by providing written notification to your authority's Monitoring Officer.

(2) Subject to section 2(1), you must, within 28 days of becoming aware of any new personal interest or change to any personal interest registered under paragraph 1 register details of that new personal interest or change by providing written notification to your authority's Monitoring Officer.

## 2. SENSITIVE INFORMATION

*Please also read the Council's Information Security Policy and Information Protection Policy*

(1) Where you consider that the information relating to any of your personal interests is sensitive information, and your authority's Monitoring Officer agrees, you need not include that information when registering that interest, or, as the case may be, a change to that interest under section 1.

(2) You must, within 28 days of becoming aware of any change of circumstances which means that information excluded under section 2(1) is no longer sensitive information, notify your authority's Monitoring Officer asking that the information be included in your authority's Register of Member's Interests.

(3) In this Code "sensitive information" means information whose availability for inspection by the public creates or is likely to create, a serious risk that you or a person who lives with you may be subjected to violence or intimidation.

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

- Championing the needs of residents – the whole community and in a special way my constituents, including those who did not vote for me - and putting their interests first.
- Dealing with representations or enquiries from residents, members of our communities and visitors fairly, appropriately and impartially.
- Not allowing other pressures, including the financial interests of myself or others connected to me, to deter me from pursuing constituents' casework, the interests of the **Derbyshire County Council/Derbyshire Dales District Council** or the good governance of the authority in a proper manner.
- 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 authority.

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- Listening to the interests of all parties, including relevant advice from statutory and other professional officers, 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 local residents.
  - Contributing to making this authority's decision-making processes as open and transparent as possible to enable residents 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 authority's policies, protocols and procedures, including on the use of the Authority's resources.
  - Valuing my colleagues and staff 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, including the organisations and public I engage with and those I work alongside.
  - Providing leadership through behaving in accordance with these principles when championing the interests of the community with other organisations as well as within this authority.
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