

# Values and Ethics Sub Committee

26<sup>th</sup> July 2021



**Report of:** The Monitoring Officer – Director of Legal and Democratic Services

**Title:** Code of Conduct Guidance Notes for Councillors

**Ward:** N/a

**Officer Presenting Report:** Democratic Services Manager

## Recommendation

That the Committee considers, comments on the proposed monthly schedule of Code of Conduct, Standards and Ethics guidance notes.

That the Committee approves the issuing of monthly guidance notes as part of the ongoing Member Development offer.

## The significant issues in the report are:

As set out in the report and Appendix A to the report.



## **Policy**

1. The Localism Act 2011 places a duty on the Council to promote and maintain high standards of conduct by members and co-opted members of the authority and to adopt a code dealing with the conduct that is expected of members and co-opted members of the authority when they are acting in that capacity. Codes of conduct must be consistent with the following principles; selflessness, integrity, objectivity, accountability, openness, honesty, leadership.

## **Context**

2. The report is being presented to the Values and Ethics sub-committee as the Code of Conduct, Standards issues and Member Development are within this committee's terms of reference. Committee is therefore asked to a) consider and comment upon the proposed schedule of Code of Conduct guidance notes topics as set out in Appendix A and b) approve Officers to draft and circulate the guidance notes throughout Members' terms of office.

3. It is proposed that Officers produce a series of monthly Code of Conduct guidance notes commencing in August/September 2021. These guidance notes follow on from the Code of Conduct and Ethics Induction and Refresher sessions delivered to Members in May 2021 and form part of Member's ongoing Member Development offer.

4. The guidance will be promoted and circulated via the internal MATI email address as well as provided on the internal Councillor Sharepoint site for ease of reference. It is an opportunity to bring the Member's Code of Conduct to life in practical ways and respond to some of the frequently asked standards and ethics questions received from Members.

## **Other Options Considered**

5. Not applicable.

## **Risk Assessment**

6. Not applicable.

## **Legal and Resource Implications**

7. As set out in the report

## **Financial / Land / Human Resources**

8. Not applicable.

## **Appendix 1 – Proposed Schedule of Code of Conduct Guidance Notes**

### **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

#### **Background Papers: Localism Act 2011**