CODE OF CONDUCT FOR MEMBERS OF SCORTON PARISH COUNCIL

This Code sets out the standards of behaviour required of you whenever you are acting as a Councillor of Scorton Parish Council. This Code also applies to any person appointed as a co-opted member with voting rights on any Committee of the Parish Council.

You must sign an Undertaking to comply with this Code of Conduct before acting as a Councillor or voting co-opted Member.

The Code has been adopted by the Parish Council and also requires compliance with the general principles of public life set out at the end of the document. The Council has established an Audit and Standards Committee, consisting of Members of the Council, to deal with any allegations of breaches of the Code.

1. You must not treat others with disrespect.

2. You must not do anything which may cause the Parish Council to breach any equality enactment.

3. You must not bully or intimidate any person, or attempt to bully or intimidate them.

4. You must not do anything which compromises the impartiality of anyone who works for or on behalf of the Authority, or do anything that is likely to compromise their impartiality.

5. You must not disclose information which is given to you in confidence or which you believe is of a confidential nature, or ought reasonably to be aware is of a confidential nature, unless:

   - You have the permission of a person authorised to give it; or
   - You are required by law to disclose the information; or
   - You disclose it to a third party for the purpose of obtaining professional advice, provided that the third party agrees not to disclose the information to any other person; or
   - The disclosure is reasonable; and is in the public interest; and is made in good faith; and is only made after having complied with any reasonable requirements of the Council to delay disclosure or to maintain confidentiality.

   Before disclosing any information under this paragraph, you must consult the Clerk or Monitoring Officer.

6. You must not prevent another person gaining access to information which that person is entitled to by law.

7. You must not conduct yourself in a manner which could reasonably be regarded as bringing the Council into disrepute, or your position as a Parish Councillor into disrepute.

8. You must not use your position as a Parish Councillor improperly to obtain any advantage or disadvantage for yourself or any other person, or attempt to do so.

9. You must not take part in the scrutiny of any decision you have been involved in making – except that you may provide evidence or opinion to those undertaking any scrutiny process. For the purposes of this paragraph you do not 'take part' in a scrutiny process if you simply offer evidence or opinion to the scrutiny body and do not participate in its decision.

10. You must not accept any gift or hospitality which could reasonably be perceived as creating an obligation upon the Council, or upon yourself as a Parish Councillor, If you do accept any gift or hospitality which might be attributable to your membership of the Council (other than the refreshments which might usually be expected at a Council meeting or civic function) you must disclose this, or any offer of such gift or hospitality, to the Monitoring Officer.

11. You must act in accordance with the Council's guidance or requirements when using the resources of the Council, or when authorising others to use them, and must ensure that those resources are not used improperly for political or other purposes.

12. You must have regard to relevant advice given by the Council's Financial Officer or Monitoring Officer when making decisions and must give reasons for those decisions, in accordance with any requirements imposed by statute or the Council.

13. Subject to paragraph 15 you must register in the Council's Register of Members' interests information regarding your personal interests. In this Code of Conduct "your personal interests" means any disclosable pecuniary interest as defined by statutory regulations in force from time to time.

14. You must register information regarding your personal interests by giving written notice to the Monitoring Officer who maintains the Register and you must give such notice by using the form supplied by the Democratic Services Team.

15. Where you consider that disclosure of the details of any of your disclosable pecuniary interests could lead to you or a person connected with you being subject to violence or intimidation you may so inform the Monitoring Officer and if the Monitoring Officer agrees a note will be made in the Register to the effect that you have a disclosable pecuniary interest details of which are withheld under Section 32 of the Localism Act 2011.

16. You must comply with any Standing Orders adopted by the Council which requires a Member to leave the room during any meeting at which a matter in which they have a disclosable pecuniary interest is being discussed.