

## Code of Conduct for Conisbrough Parks Parish Council

This code of conduct applies to you as a member or co-opted member of Conisbrough Parks Parish Council when you act in your role as a member or as a member of any other body to which you have been appointed by the council and it is your responsibility to comply with the provisions of this code.

Meeting means any meeting of the council

Pecuniary interest means any interest which affects your financial position whether favourably or adversely.

Non pecuniary interest means any interest which affects your personal well being.

In either case this also includes the position or well being if affected to the best of your knowledge of:

Any body of which you are a member, or in a position of general control or management.

Any member of your family or any other person with whom you are closely acquainted.

Any person or body who employs or has appointed you or such persons, any firm in which you or they are a partner, or any company of which you or they are directors

Any person or body in whom you or such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000

### General Obligations

As a member Conisbrough Parks Parish Council you are committed to behave in a manner which is consistent with the following principals:

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership by example

### Registration of Interests

You must within 28 days of taking office as a member or co-opted member notify the monitoring officer at Doncaster M.B.C. for entry on the councils Register of Members Interests of any disclosable pecuniary interest as defined in regulations made by the Secretary of State where that interest is yours, that of your spouse or civil partner or that somebody with whom you are living with as husband and wife or as if you were civil partners.

In addition you must within the same time periods, notify the monitoring officer of any pecuniary, or non-pecuniary interest which the council has decided should be included in the Register of Interest.

You must also notify the monitoring officer within 28 days of any such interest arising for the first time.

You must register with the monitoring officer within 28 days of receipt details of any gifts or hospitality which accepted as a member from any person or body other than the authority the value of which exceeds £100.00

## Schedule 1 “Disclosable Pecuniary Interests”

Employment, office, trade, profession or vocation

Any employment office trade profession of vocation carried on for profit or gain

Sponsorship

Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by...in carrying out duties as a member or towards the election expenses of...

This includes any payment or financial benefit from a trade union and Labour Relations Consolidation Act 1992

Contracts

Any contract which is made between the relevant person or body in which the relevant person has a beneficial interest and the relevant authority –

a) Under which goods or services are to be provided or works are to be executed and

b) Which has not been fully discharged?

## ARRANGEMENTS FOR HANDLING ETHICAL STANDARDS COMPLAINTS BY Doncaster M.B.C.

The monitoring officer should initially consider any complaint received and determined whether the complaint warrants any specific consideration by members. This will allow trivial or vexatious complaints to be filtered out at an early stage.

The monitoring officer shall consult the independent person as appropriate.

Where it is considered that the complaint warrants further consideration by members the monitoring officer shall arrange for an officer or some other person if appropriate to carry out a further investigation and to produce a report of their findings.

The monitoring officer shall inform the member that is the subject of the complaint of the nature of the complaint and that it is the subject to investigation.

That report shall be considered by a panel of three members selected from the membership of the Appeals and Awards Regulatory Board by the monitoring officer in consultation with the chair of the board.

The panel shall contain a majority of members who are not members of any political group on which the elected member who is the subject of the complaint is represented.

In the event that the complaint related to a parish councillor a parish council representative appointed by the council shall be invited to attend the panel on an advisory basis but such representation shall not be entitled to vote.

The panel shall consider the report and consider whether any further action is appropriate.

In the event that it is considered that further action may be appropriate the panel shall arrange to hold a hearing at which the member who is the subject of the complaint shall be entitled to be present and heard.

The views of the independent person required to be appointed under section 28 of the Localism Act 2011 shall be sought as appropriate and where sought shall be taken into account before any decision is taken by the panel with regard to the allegation.

In the event that the allegation is upheld the panel shall either:

- Determine that no further action is taken
- Recommend to the council any further appropriate action be taken in accordance with the general powers available to the authority.
- The monitoring officer shall inform the member of the outcome  
Of the complaint