

Draft Code of Conduct for Members and Co-opted Members
Of Gloucestershire County Council

When acting in your capacity as a Member or Co-opted Member of Gloucestershire County Council, you must show regard to the following seven principles of public life:

**Selflessness; Integrity; Objectivity; Accountability; Openness;
Honesty; Leadership.**

In practice this will mean:

1. **Promoting and supporting high standards of conduct** by embodying the principles of public life and leading by example.
2. **Acting solely in the public interest** by never using your position to give any advantage, or cause disadvantage to a person; or gain any financial or other material benefits for yourself, your family, friends or associates.
3. **Not compromising yourself and the County Council** by taking care to avoid financial or other obligations that individuals or organisations might use to try and influence how you perform your official duties.
4. **Making decisions based on merit** when considering public appointments, awarding contracts or putting individuals forwards for rewards and benefits.
5. **Fully co-operating with the County Council's scrutiny functions** to be publicly accountable for your actions and protect the reputation of the Council as a whole.
6. **Giving reasons for the decisions and actions you and the County Council take** in an open and honest way.
7. **Making sure that County Council resources are used appropriately** by not using them for political purposes yourself, or allowing people you have authorised to use equipment to do so. This will mean having regard for the County Council's various acceptable usage policies and any applicable Local Authority Code of Publicity made under the Local Government Act 1986.
8. **Taking all necessary steps to resolve personal conflicts of interest** by declaring and registering your pecuniary and non-pecuniary interests using methods the County Council has provided, as well as removing yourself from positions of influence when an interest is apparent.

Registering Disclosable Pecuniary Interests (DPIs)

Members and Co-opted Members must register the DPIs of their husband or wife, civil partner or any person that they are living with as husband or wife or civil partner, as if they are their own interests, when they know about them.

As defined in regulations made by the Secretary of State, pecuniary interests are set out in **Annex A** attached.

1. You must register your DPIs with the Monitoring Officer within 28 days of being elected or appointed to office.
2. You must register your DPIs within 28 days of the Authority's Code of Conduct being adopted.
3. You must notify the Monitoring Officer of any changes in your DPIs within 28 days of becoming aware of them.
4. You must declare any un-registered DPIs at any meeting of the authority at which you are present, where a relevant matter is being considered.
5. You must register any DPIs declared at a meeting, within 28 days of the disclosing it.

You should register any suspected 'sensitive' interests with the Monitoring Officer, who will decide if they are 'sensitive' and if they should go on the public Register of Interests. 'Sensitive' interests are those which you suspect could lead to yourself or a connected person being subject to violence or intimidation.

You should be aware that not disclosing DPIs without a reasonable excuse is a criminal offence and could lead to investigation by the Police and your referral to the Director of Public Prosecutions.

Registering Gifts and Hospitality

The County Council also requires you to register any gifts and hospitality worth £25 or more **you** have received with the Monitoring Officer.

1. You must register any gifts and hospitality with the Monitoring Officer within 28 days of being elected or appointed to office.
2. You must register any gifts and hospitality within 28 days of the Authority's Code of Conduct being adopted.
3. You must register any gifts and hospitality with the Monitoring Officer within 28 days of receiving them.
4. You must declare any gifts and hospitality at any meeting of the authority at which you are present, where a relevant matter is being considered.
5. You must register any gifts and hospitality declared at a meeting, within 28 days of disclosing it.

The Effect of DPIs on Participation

1. Unless a dispensation has been granted, you may not participate in any discussion of, vote on, or discharge any function related to any matter in which you have a pecuniary interest.
2. Unless a dispensation has been granted, you must withdraw from the room or chamber when a meeting discusses and votes on any matter in which you have a DPI.