

## **PART 5 (SECTION A)**

### **BOSTON MEMBER CODE OF CONDUCT**

*Adopted by the Council on 25<sup>th</sup> July 2012  
(Revised Code adopted by Council on 10<sup>th</sup> June 2013)  
(Reaffirmed by Council on 21<sup>st</sup> January 2019 and supporting policies added)*

Boston Borough Council has adopted this code setting out the expected behaviours required of its Members or co-opted members, acknowledging that they each 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 all Councillors must be 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.

**INTEGRITY:** Holders of public office must avoid placing themselves under any obligation to outside individuals or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or material benefits for themselves, their family or their friends. They must declare and resolve any interests and relationships.

**OBJECTIVITY:** Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

**ACCOUNTABILITY:** Holders of public office are accountable for their decisions and actions to the public and must submit themselves to the scrutiny necessary to ensure this.

**OPENNESS:** Holders of public office should act and take decisions in an open and transparent manner.. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

**HONESTY:** Holders of public office should be truthful.

**LEADERSHIP:** Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

The Act further provides for registration and disclosure of interests and in Boston Borough Council this will be done as follows:

### **Disclosable Pecuniary Interests**

On taking up office a Member or co-opted member must, within 28 days of becoming such, notify the Monitoring Officer of any 'disclosable pecuniary interests', as prescribed by the Secretary of State.

On re-election or re-appointment, a Member or co-opted member must, within 28 days, notify the Monitoring Officer of any 'disclosable pecuniary interests' not already included in his or her register of interests.

If a Member or co-opted member is aware that they have a 'disclosable pecuniary interest' in a matter they must formally declare that interest in meetings, withdraw from the meeting while any discussion or vote on any matter relating to it takes place, taking no part in the debate or vote, except that they may take part in any public speaking scheme at the meeting, but must leave the room immediately after having so participated.

If a Member or co-opted member is aware of a 'disclosable pecuniary interest' in a matter under consideration at a meeting, but such interest is not already on the Council's register of interests or in the process of entry onto the register having been notified to the Monitoring Officer, the member or co-opted member must disclose the 'disclosable pecuniary interest' to the meeting and register it within 28 days of the meeting at which it is first disclosed.

### **Local Choice Interests**

Members must register with the Democratic Services Manager details of any body of which they are a member or in a position of general control or management either:-

- (1) exercising functions of a public nature; or
- (2) directed to charitable purposes; or
- (3) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)

(Registration is to be made via a form provided by Democratic Services which will be published on the Council's website and be open for public inspection)

### **Conflict of Interests**

At a meeting, Members must declare any interest which they have in any matter to be considered at that meeting.

A conflict of interest arises where a Member, a close associate, immediate family, firm, organisation or employer has an interest in a matter which is the same as, connected to or may be affected by the matter under discussion.

Members who have a conflict of interest may be present to make representations, answer queries and provide supporting evidence, but should leave the room at the point the meeting moves to reach its decision. Their leaving the room should be recorded in the minutes.

Where a Member, a close associate, immediate family, firm, organisation or employer has an interest in the matter being discussed which a member of the public who knew of the facts would reasonably regard as so significant that it is likely to prejudice the Members judgement of the Council's interest in the matter, then they must declare the interest at the start of the agenda item, must not vote on the matter and must leave the room until the agenda item has been concluded. However, nothing shall preclude a Member from acting as a member of the public and addressing the meeting as part of the Council's public speaking scheme, but they must then leave the room after having so participated.

If any Member fails to declare a conflict of interest they may be subject to allegations of improper conduct.

### **Registration of Gifts and Hospitality**

Members must register in the Register of Members Gifts and Hospitality, held by the Democratic Services Manager, any gift or hospitality worth £50 or over received (or offered), in connection with their official duties as a member and the source of that gift or hospitality (or offer) within 28 days of receiving it.

Acceptance by Members of hospitality through attendance at relevant conferences and courses is acceptable where it is clear the hospitality is corporate rather than personal and where the Member is satisfied that any purchasing decisions will not be compromised.

### **Supporting Policies**

The policies supporting this Code of Conduct include the Member Employee Protocol, Members Data Protection Protocol, Whistleblowing Policy, Grievance Policy etc. Any action or behaviour which constituted a breach of any of the supporting policies would consequently be a breach of the Member Code of Conduct.