

## Officers' Code of Conduct

To: Constitution and Ethics Committee

Meeting Date: 25 February 2022

From: Assistant Director: HR Services / Democratic Services Manager

Outcome: Incorporation of the Officers' Code of Conduct into the Constitution

Recommendations: The Committee is asked to:

Recommend to Full Council the incorporation of the Officers' Code of Conduct into the Constitution, as set out in Appendix 2 of the report.

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## 1. Background

- 1.1 The third report of the Committee on Standards in Public Life, published in July 1997, on standards of Conduct of Local Government in England, Scotland and Wales, recommended that local authorities have an ethical framework for the conduct of officers:

Recommendation 19: Every local authority should be required to draw up a code of conduct for officers (based either on the LGMB model or locally-drafted) incorporating rules for the registration and declaration of interests by officers similar to those we recommend for councillors.

Recommendation 20: Every local authority should have its own written statement or protocol, governing relations between members and officers.

- 1.2 The Council has an Officers' Code of Conduct, which is currently published on the Council's intranet and is attached at Appendix 1.

## 2. Main Issues

- 2.1 Unlike the Members' Code of Conduct, the Officers' Code of Conduct itself is not currently contained within the Council's Constitution, and is instead available to members of the public on request. While containing the Code in the Constitution is not a legal requirement, it is considered good practice and ensures that any changes are considered by the Constitution and Ethics Committee before being approved by Full Council. This is also the practice carried out by most other local authorities.
- 2.2 It is therefore proposed that the Council's current Officers' Code of Conduct be incorporated into Chapter 5-2 (Officers' Code of Conduct) in the Constitution, which currently only references the actual Code, with the proposed revised chapter attached at Appendix 2.

## 3. Source documents

- 3.1 [Standards of Conduct of Local Government in England, Scotland and Wales - GOV.UK](#)

## 4. Appendices

- 4.1 Appendix 1 – Current Officers' Code of Conduct
- 4.2 Appendix 2 – Proposed Revisions to Chapter 5-2 (Officers' Code of Conduct)