

# EM01: Code of Conduct

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## Policy Statement

The Belyuen Community Government Council is committed to upholding the highest standards of integrity and honesty and members will comply with the behaviours set out in the Code of Conduct whilst acting in their council capacity.

## Legislative Reference

*Local Government Act 2008 Part 7.4*

## Scope

This policy applies to all Council members and members of Council committees.

## Policy Provisions

As per Schedule 2 of the Act, the core provisions of the Code of Conduct are:

### 1 Honesty and integrity

A member must act honestly and with integrity in performing official functions.

### 2 Care and diligence

A member must act with reasonable care and diligence in performing official functions.

### 3 Courtesy

A member must act with courtesy towards other members, council staff, electors and members of the public.

### 4 Conduct towards council staff

A member must not direct, reprimand, or interfere in the management of, council staff.

### 5 Respect for cultural diversity

A member must respect cultural diversity and must not therefore discriminate against others, or the opinions of others, on the ground of their cultural background.

## 6 Conflict of interest

A member must, if possible, avoid conflict of interest between the member's private interests and official functions and responsibilities. Where a conflict in fact exists, the member must comply with the member's statutory obligations of disclosure.

## 7 Respect for confidences

A member must respect the confidentiality of information obtained in confidence in the member's official capacity. A member must not make improper use of confidential information obtained in an official capacity to gain a private benefit or to cause harm to another.

## Breaches

Breaches of the Code of Conduct are to be reported to the CEO. Instances of misconduct may be reported to the Independent Commissioner as per the *Independent Commissioner Against Corruption Act 2017*.

## Definitions

**CEO**, of a council, means the council's chief executive officer as appointed under LGA section 165(1), who is in charge of day-to-day operations of the council.

**Deputy CEO**, of a council, see LGA section 165(2).

**deputy President**, of a council, means the member appointed by the council to be the deputy principal member under section 61(3).

**guidelines** mean guidelines made by the Minister under LGA section 342

**member** means (according to context) a member of an audit committee, a council or a council committee.

**President**, of the council, means the member appointed or elected to be the principal member under LGA section 60 or 61.

**LGA**, means the *Local Government Act 2008*.

**Reg**, means the *Local Government (Administration) Regulations 2008*

## Revision History

Policy Version	Approval Date	Resolution	Doc Ref
1.1			