

## **Code of Conduct**

### **Safer Neighbourhood Panel**

#### **General Provisions**

A member of the Safer Neighbourhood Panel (the Panel) must observe the Code of Conduct whenever he/she is acting in their capacity as member of the Panel, whether that is in a formal meeting, attending an informal meeting or training session, representing the Panel

The Code of Conduct shall not, apart from paragraph 4 below, have effect in relation to the activities of a member of the Panel other than in their capacity at 1. (1) above.

#### **General Obligations**

A member of the Panel must:

- a) uphold the Panel on Standards in Public Life's seven principles of Public Life (the Nolan Principles), as detailed in the appendix;
- b) promote equality by not discriminating unlawfully against any person;
- c) treat others with dignity and respect; and
- d) carry out their duties with integrity and to the highest ethical standards.

A member of the Panel must not disclose information given to him/her in confidence in their capacity as a member.

A member of the Panel must not in his/her capacity as a member or any other circumstance, conduct himself/herself in an manner which could reasonably be regarded as bringing his/her appointment to the Panel into disrepute.

A member of the Panel shall attend and/or contribute to the proceedings at least three out of the four formal meetings of the Panel each year. All members of the panel should take every reasonable step to ensure that they attend all of the training sessions.

If members are unable to attend a meeting or training session their must send their apologies to the Co-ordinator of the Panel prior to the event. If a period of absence is sought that required for any reason then approval should be sought from the Chair of the Panel, in consultation with the Co-ordinator.

## Termination of Appointment

The Office of the Police and Crime Commissioner, (OPCC), reserves the right to terminate the appointment of a member of the Panel whose conduct breaches any or all of the General Obligations of this Code.

Members of the Panel shall notify the Chair of the Panel, in writing, if they are arrested, charged or reported for a criminal offence. If deemed appropriate, following consideration of the details and severity of the alleged offence, the Chair of the Panel may suspend the member's appointment pending the outcome of proceedings. If the member is found not guilty, or if charges are dropped, the Head of Policy, Performance and Assurance from the OPCC and the Partnership Manager from East Staffordshire Borough Council, in consultation with the Chair of the Panel, will review his/her position.

In the circumstances at paragraphs above, the member will be required to submit written information and representations to the Chair of the Panel. This information together with any other such information as the Chair of the Panel considers appropriate, will inform a report to OPCC and East Staffordshire Borough Council. This report will enable the Chair of the Panel and officers from the OPCC and East Staffordshire Council to decide upon on any action to be taken, which may include the termination of the member of the Panel's appointment.

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## Code of Conduct Undertaking

I undertake to observe the Code as to the conduct required of a member of the Panel and confirm that I have read and understood the requirements of the Code and the implications of its breach.

Full Name: \_\_\_\_\_  
(Block capitals please)

\*Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\*Members to sign and return during the 1<sup>st</sup> meeting

## Appendix 1

### The Nolan Principles

**The Seven Principles of Public Life** - The Seven Principles of Public Life, known as the Nolan Principles, were defined by the Panel for Standards in Public Life.

They are:

#### **Selflessness**

Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other benefits for themselves, their family or their friends.

#### **Integrity**

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

#### **Objectivity**

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

#### **Accountability**

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

#### **Openness**

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands it.

#### **Honesty**

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

#### **Leadership**

Holders of public office should promote and support these principles by leadership and example.