

THE DARTFORD BOROUGH COUNCIL CODE OF CONDUCT

(adopted on 16 December 2013 - under section 27(2) of the Localism Act 2011 (and as amended from time to time)

You are a member or co-opted member of Dartford Borough Council and hence you shall have regard to the following principles – selflessness, integrity, objectivity, accountability, openness, honesty and leadership. The principles were first established by the Nolan Committee and are detailed in the [LGA's supporting guidance](#) for members.

Accordingly, when acting in your capacity as a member or co-opted member or as a representative of Dartford Borough Council:

1. **Selflessness:** You must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for yourself, your family, a friend or close associate.
2. **Integrity:** You must not place yourself under a financial or other obligation to outside individuals or organisations that might seek to inappropriately influence you in the performance of your official duties. You should have regard to the Council's:
 - Probity in Planning Protocol;
 - Probity in Licensing Protocol;
 - Gifts, Benefits and Hospitality Protocol.

Failure to declare a Disclosable Pecuniary Interest may be a criminal offence and you should also declare any Prejudicial Interest that relates to your public duties and must take steps to resolve any conflicts arising in a way that protects the public interest. You should register and declare your interests in a manner conforming to the procedures set out by the Council, including Standing Order 19.

3. **Objectivity:** When carrying out your public duties, you must make all choices, such as making public appointments, awarding contracts or recommending individuals for rewards or benefits, on merit without discrimination or bias. You will find guidance in the Council's Anti-Fraud and Corruption Strategy.
4. **Accountability:** You are accountable for your decisions to the public and you must co-operate fully with whatever scrutiny is appropriate to your office. You must not undermine public trust in the Council or its governance.
5. **Openness:** You must be as open as possible about your decisions and actions and the decisions and actions of the Council and should be prepared to give reasons for those decisions and actions. Information should not be withheld from the public unless there are clear and lawful reasons for doing so or you have the consent of the person authorised to give it.

You will on occasions be privy to confidential, exempt¹ and sensitive information, such as personal information about someone, or commercially sensitive information which, if disclosed, might harm the commercial interests of the Council or another person or organisation. You should have regard to the guidance in the Council's Protocol on the Release of Confidential Information.

¹ Within the meaning of Part VA Local Government Act 1972 or the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012
Legal/DBC Code of Conduct December 2021 – GAC Min.No.52 - 13.12.2021

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6. **Honesty:** You should be truthful.
7. **Leadership:** You must promote and support high standards of conduct when serving in your public post, in particular as characterised by the requirements **in this Code**, by leadership and example.

You must not conduct yourself in a manner which could reasonably be regarded as bringing your office or the Council into disrepute.

You must show respect and consideration for others. You must afford colleagues, opponents and officers the same courtesy and consideration you show to others in your everyday life. You must not bully or harass any person. You must be mutually respectful even if you have personal or political differences.

You should have regard to the Council's Member/Officer Relations' Protocol on the Conduct between Officers and Members and the Guidance for Members on Outside Bodies, when serving on outside bodies.

8. **Use of resources & facilities:** You must, when using or authorising the use by others of the resources of the Council, ensure that such resources are not used improperly for political purposes (including party political purposes) and you must have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986 and guidance in the Council's Protocol on the Use of Council Facilities and Resources by Councillors.
9. **Equalities:** You must carry out your duties and responsibilities with due regard to the need to promote equality of opportunity for all people. You must be careful not to act in a way which may amount to any of the prohibited forms of discrimination, or to do anything which hinders the Council's fulfilment of its positive duties under the Equality Act 2010.

You will not engage in conduct which might reasonably be seen to demonstrate hostility or prejudice based on age, disability, gender reassignment or identity, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation, which shall include but not be limited to incidents involving racism, anti-Semitism, Islamophobia or otherwise racist language, sentiments, stereotypes or actions, sexual harassment, bullying or any form of intimidation towards another person on the basis of a protected characteristic.

NOTES

- (A) You are directed to the [supporting guidance issued by the Local Government Association](#), which should help you comply with the Code. The LGA's guidance does not form part of the Code.
- (B) If you need guidance on any matter under the Code, you should seek it from the Monitoring Officer or your own legal adviser – but it is entirely your responsibility to comply with the provisions of the Code.