

# LONG TERM PLAN FOR TOWNS

## CODE OF CONDUCT FOR BOARD MEMBERS

This Code deals with the conduct expected of the Long-Term Plan for Towns Board Members.

All Long-Term Town Plan Board Members shall sign up to this Code of Conduct based on the Seven Principles of Public Life (the Nolan Principles).

The principles are:

**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 people 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 other 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 to the public for their decisions and actions 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 and treat others with respect. They should actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.

Accordingly, when acting in your capacity as a member or co-opted member – 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.

You must not place yourself under a financial or other obligation to outside individuals or organisations that might seek to influence you in the performance of your official duties.

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.

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 be as open as possible about your decisions and actions and the decisions and actions of your organisation and should be prepared to give reasons for those decisions and actions.

Long Term Plan for Town Board Members must sign a Declaration of Interest form (Attachment 1) prior to taking up their position on the Board and declare a personal interest in any item on any agenda.

The following interests must be entered by each Member in the register of personal interests and declared each time an item comes up for discussion at a meeting of the Board:

- Ownership or any other interest in any property within the area covered by the new Long-Term Plan for Towns Fund.
- Directorship of, ownership of or employment by any company or partnership owning or occupying any property within the area of the new Town Fund Plan or carrying out work within that area.

Declaration involves stating the interest and the nature of the interest. Once the interest is declared, then a Board Member may speak on the item but must not vote on it.

Elected Members of Aberdeenshire Council are bound by both the Council's Code of Conduct and the Long -Term Plans for Towns Code of Conduct while at meetings of the Board.

### **Register of Interests**

The secretariat to the Long-Term Plan for Towns Board will establish and maintain a Register of Declaration of Interests for the Board.

Entries can be deleted where a Board Member no longer has that interest, or the person concerned is no longer a Board Member.

# LONG TERM TOWN PLAN

## DECLARATIONS OF INTEREST BY BOARD MEMBERS

I, (insert name)

give notice that I have the following Disclosable Pecuniary Interests (please state NONE where appropriate):

- Ownership or any other interest in any property within the Long-Term Town Plan area
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- Any directorship of, ownership of or employment by any company or partnership owning or occupying any property within the Long Term Town Plan area or carrying out work within that area.
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Signed

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Dated

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