

# **Bletchley and Fenny Stratford (MK) Towns Deal Board**

## **Code of Conduct**

All Board Members must sign up to the Town Deal Code of Conduct on commencing their role with the Bletchley & Fenny Stratford (MK) Town Deal Board.

### **1.0 Purpose of the Code of Conduct**

1.1 The purpose of this Code of Conduct is to assist you in the discharge of your obligations as a Member of the Milton Keynes Town Deal Board to the town, its local communities and businesses, and the public at large by:

- a. setting out the standards of conduct that are expected of you when you are acting in that capacity, and in so doing
- b. providing the openness and accountability necessary to reinforce public confidence in the way in which you perform those activities.

1.2 The Code also applies to co-opted members of the Milton Keynes Town Deal Board who are entitled to vote on any issues coming before the Board.

### **2.0 Scope of the Code of Conduct**

The Code applies to you in all aspects of your activities as a Member of the Milton Keynes Town Deal Board, including (but not limited to): -

- a. at formal Milton Keynes Town Deal Board meetings
- b. when acting as a representative of the Milton Keynes Town Deal Board
- c. in taking any decision as a Board Member
- d. in discharging your functions as a Board Member
- e. at briefing meetings with local stakeholders
- f. at site visits
- g. when purporting to act as a Board Member

### **3.0 Board Member Code of Conduct**

3.1 When acting in your capacity as a Board Member of Milton Keynes Town Deal Board, you shall have regard to the following Nolan Principles:

#### **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 material 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.

## **Honesty**

You must declare any private interests, both pecuniary and non-pecuniary, including membership of any Trade Union, political party or Local Authority that relates to your duties. Furthermore, you must take steps to resolve any conflicts arising in a way that protects the public interest. This includes registering and declaring interests in a manner conforming with the procedures set out in the Lead Council's conflict of interest policy.

## **Leadership**

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

## **Respect for Others**

You must act in a manner consistent with the Lead Council's equality and diversity strategy and treat your fellow Board Members, members of staff and others you come into contact with when working in their role with respect and courtesy at all times. You should promote equality by not discriminating unlawfully against any person, and by treating people with respect, regardless of their race, age, religion, gender, sexual orientation or disability.

## **4.0 Expectations of Conduct**

You shall base your conduct on a consideration of the public interest, avoid conflict between personal interest and the public interest and resolve any conflict between the two, immediately in favour of the public interest.

You shall at all times ensure that your use of expenses, allowances, facilities and services provided from the public purse is strictly in accordance with the rules laid down on these matters and that you observe any limits placed by the Milton Keynes Town Deal Board or Government on the use of such expenses, allowances, facilities and services.

You shall complete any mandatory training required for your role as a Member of the Milton Keynes Town Deal Board which you are appointed.

You shall at all times conduct yourself in a manner which will maintain and strengthen the public's trust and confidence in the integrity of the Board and never undertake any action which would bring the Board, you, other Board Members or stakeholders generally, into dispute.

You shall adhere to any requirements or guidance issued by Government on matters of governance relating to the Town Deal Board.

You shall adhere to the protocols for declaring and managing conflicts of interests set out below.

## **5.0 Protocols for Conflicts of Interest**

You shall complete a declaration of potential and actual conflicts of interests using the pro-forma provided. You consent to a version of this declaration being available to the regulatory audit, when required and in accordance with the transparency requirements of the Town Deal as set out by Government, subject always to the right to request that personal information which may cause distress, damage or harm remaining confidential.

You accept and acknowledge that conflicts of interest shall be managed in accordance with the law and guidance applicable to local government standards and ethics, in particular the Localism Act 2011.

You undertake to keep your declaration of potential interests under review and actively raise any new or emerging issues around potential conflicts, as the Town Investment Plan develops and proposals are considered. You acknowledge that you may be required by the Board to withdraw from deliberation of decisions of the Milton Keynes Town Deal Board in the event that you have a pecuniary (i.e. financial) interest (as defined by the Localism Act 2011) and on the understanding that:

- The Board will take legal advice on your conflict of interest and, where appropriate, will seek guidance from Government;
- The Board will consider whether the matter can be progressed and managed in such a way as to not give rise to a conflict of interest;
- You have a right to send a substitute to the meeting where your Membership of the Board is as a representative of an organisation.