

# **RISLEY PARISH COUNCIL**

## **Introduction to Standing Orders**

### **National Code of Local Government Conduct**

1. Make sure that you fully understand the rules of conduct which the law, Standing Orders, and the national code require you to follow. It is your personal responsibility to apply their requirements on every relevant occasion. Seek any advice you need from your council's senior officer, from your own legal adviser, or from the Derbyshire Association of Local Councils.
2. Your over-riding duty as a councillor is to the whole community.
3. You have a special duty to your own constituents, including those who did not vote for you.
4. Whenever you have a private or person interest in any question which councillors have to decide, you must not do anything to let that interest influence the decision.
5. Do nothing as a councillor which you could not justify to the public.
6. The reputation of your Council, and your party if you belong to one, depends on your conduct and what the public believes about your conduct.
7. It is not enough to avoid actual impropriety; you should at all times avoid any occasion for suspicion or the appearance of improper conduct.
8. Both councillors and officers are servants of the public, and they are indispensable to one another. But their responsibilities are distinct. Councillors are responsible to the electorate and serve only as long as their term of office lasts. Officers are responsible to the council and are permanently appointed. An officer's job is to give advice to councillors and the council, and to carry out the Council's work under the direction and control of the Council and its committees.
9. Mutual respect between councillors and officers is essential to good local government. Close personal familiarity between individual councillor and officer can damage this relationship and prove embarrassing to other councillors and officers.
10. If you are called upon to take part in appointing an officer, the only question you should consider is which candidate would best serve the whole council. You should not let your personal or political preferences influence your judgement. You should not canvass the support of colleagues for any candidate and you should resist any attempt by others to canvass yours.
11. As a councillor you necessarily acquire much information that has not yet been made public and is still confidential. It is a grave betrayal of trust to use confidential information for the personal advantage of yourself or of anyone known to you.
12. There are rules entitling you to claim expenses and allowances in connection with your duties as a councillor. These rules should be scrupulously observed.