

SEDGWICK PARISH COUNCIL

COUNCILLOR CODE OF CONDUCT 2026

Adopted from the Westmorland and Furness Council Code of Conduct

Based on the Local Government Association (LGA) Model Councillor Code of Conduct

Introduction

Sedgwick Parish Council has adopted this Code of Conduct to promote and maintain high standards of behaviour by its members whenever they are acting in their official capacity.

This Code is based on the Local Government Association Model Councillor Code of Conduct and reflects the standards framework operated by Westmorland and Furness Council as the principal authority.

This Code applies whenever a councillor:

- is acting in their capacity as a councillor;
 - gives the impression that they are acting as a councillor; or
 - could reasonably be regarded as acting as a representative of Sedgwick Parish Council.
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PART 1 – GENERAL PRINCIPLES

Councillors shall observe the Seven Principles of Public Life (the Nolan Principles):

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

These principles underpin all aspects of this Code.

PART 2 – EXPECTED STANDARDS OF CONDUCT

1. Respect

Councillors shall:

- treat others with respect;
- promote equality and inclusion;
- and not bully, harass or unlawfully discriminate against any person.

This applies to:

- fellow councillors;
- officers and employees;
- contractors;
- volunteers;
- and members of the public.

Councillors shall not use abusive, intimidating or offensive language or behaviour.

2. Bullying, Harassment and Discrimination

Councillors must not:

- bully any person;
- harass any person;
- intimidate or improperly influence any person involved in a standards complaint or investigation;
- or unlawfully discriminate against any person.

Councillors shall comply with obligations under the Equality Act 2010.

3. Impartiality of Officers

Councillors shall not compromise, or attempt to compromise, the impartiality of anyone who works for or on behalf of the Council.

Councillors shall not:

- improperly influence officers;
 - make unreasonable demands of officers;
 - or encourage officers to act unlawfully or improperly.
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4. Confidentiality and Access to Information

Councillors shall not:

- disclose confidential information without proper authority;
- misuse information obtained through their role;
- or prevent lawful access to information.

Confidential information shall only be disclosed:

- where authorised by law;
 - where required by law;
 - or with proper consent.
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5. Disrepute

Councillors shall not behave in a manner which could reasonably be regarded as bringing:

- their office as councillor; or
- Sedgwick Parish Council into disrepute.

This includes conduct:

- in meetings;
 - in public;
 - online;
 - and on social media.
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6. Use of Position

Councillors shall not improperly use their position:

- to secure an advantage or disadvantage for themselves or others;
 - to improperly influence decisions;
 - or to gain access to resources or information.
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7. Use of Council Resources

Councillors shall:

- use Council resources lawfully and properly;
 - comply with Council policies;
 - and ensure resources are not used improperly for political or personal purposes.
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8. Complying with the Code of Conduct

Councillors shall:

- undertake Code of Conduct training where required;
- cooperate with standards investigations;
- comply with lawful requests from the Monitoring Officer;
- and comply with sanctions or recommendations arising from a standards process.

Councillors shall not intimidate or attempt to influence any complainant, witness or investigator.

PART 3 – REGISTRATION AND DISCLOSURE OF INTERESTS

9. Registration of Interests

Councillors shall register interests in accordance with the Localism Act 2011 and the Council's adopted arrangements.

Disclosable Pecuniary Interests (DPIs) must be registered within 28 days of:

- election;
- re-election; or
- appointment.

Councillors shall keep their register of interests up to date.

10. Disclosure of Interests at Meetings

Where a matter arises at a meeting which relates to a councillor's interest, the councillor shall:

- disclose the interest;
 - consider whether participation is permitted;
 - and comply with statutory requirements and this Code.
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11. Disclosable Pecuniary Interests (DPIs)

Where a matter relates to a Disclosable Pecuniary Interest:

- the councillor must not participate in discussion;
- must not vote;

- and must leave the room unless a dispensation has been granted.
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12. Other Registrable Interests

Where a matter relates to an Other Registrable Interest, councillors shall consider whether a reasonable member of the public would conclude that the interest could affect their judgement.

Where appropriate, the councillor shall not participate or vote.

13. Sensitive Interests

Where disclosure of an interest could lead to violence or intimidation, councillors may request that the interest be treated as sensitive in accordance with legislation.

PART 4 – GIFTS AND HOSPITALITY

14. Gifts and Hospitality

Councillors shall not accept gifts or hospitality which could reasonably be regarded as placing them under an obligation or influencing their role.

Any gift or hospitality with an estimated value of £50 or more shall be registered within 28 days.

PART 5 – COMPLAINTS AND STANDARDS ARRANGEMENTS

15. Standards Complaints

Complaints alleging breach of this Code shall be considered under the standards arrangements of Westmorland and Furness Council.

The Monitoring Officer of Westmorland and Furness Council is responsible for administering the standards process.

PART 6 – APPENDICES

Appendix A – The Seven Principles of Public Life

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under obligations to outside individuals or organisations that might seek to influence them.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit.

Accountability

Holders of public office are accountable to the public for their decisions and actions.

Openness

Holders of public office should act and take decisions openly and transparently.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour and actively promote and support them.

Appendix B – Disclosable Pecuniary Interests

Disclosable Pecuniary Interests are prescribed by legislation and include interests relating to:

- employment;
 - sponsorship;
 - contracts;
 - land and property;
 - licences;
 - corporate tenancies;
 - and securities.
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Appendix C – Other Registrable Interests

Other Registrable Interests include:

- membership of outside bodies;
 - charitable organisations;
 - public authorities;
 - political parties;
 - trade unions;
 - and bodies exercising functions of a public nature.
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REVIEW AND ADOPTION

This Code of Conduct shall be reviewed annually at the Annual Meeting of the Council.

Adopted by Sedgwick Parish Council on: _____

Signed (Chair): _____

Signed (Clerk): _____