

# POLICY

<b>TITLE:</b>	Code of Conduct (Members & Local Authority)		
<b>DIRECTORATE:</b>	Council		
<b>ADOPTED BY:</b>	Council Resolution:		
<b>DATE OF ADOPTION:</b>	29 November 2024	<b>DATE OF REVIEW:</b>	29 November 2026
<b>POLICY NUMBER:</b>	100		
<b>LEGISLATIVE REF:</b>	<i>Local Government Act 2019; Section 119, Schedule 1 (the Act)</i> <i>Local Government (General) Regulations 2021; Division 7</i>		

## 1. INTRODUCTION

### 1.1. Purpose

Barkly Regional Council (BCR) is required to conduct its business with integrity, honesty and fairness in compliance with all relevant laws, regulations, codes and corporate standards.

This Code of Conduct also addresses the ethical responsibilities of all members and details the high level of accountability and transparency expected in all activities of Council.

### 1.2. Application of the Code of Conduct

Council policies, guidelines and procedures provide the details of the standards which this Code of Conduct ('the Code') summarises, and any action or conduct which breaches those standards may equally constitute a breach of the Code and may result in appropriate corrective or legal action.

If you have doubts about a particular course of conduct, you are encouraged to consult the Code of Conduct and or the specific relevant policies.

### 1.3. Scope

This Code of Conduct governs the conduct of elected members, members of an audit committee, a council, council committee and a local authority.

The Code sets out standards that Council and the public have a right to expect of elected members and the organisation. Council's policies and procedures underpin the Code and as such are intrinsically linked to it.

## 2. CODE OF CONDUCT (Schedule 1 of the Act)

### 1 Honesty and Integrity

A member must act honestly and with integrity in performing official functions.

### 2 Care and Diligence

A member must act with reasonable care and diligence in performing official functions.

### 3 Courtesy

A member must act with courtesy towards other members, council staff, electors and members of the public.

### 4 Prohibition on Bullying

A member must not bully another person in the course of performing official functions.

## 5 Conduct towards Council Staff

A member must not direct, reprimand, or interfere in the management of, council staff.

## 6 Respect for Cultural Diversity and Culture

A member must respect cultural diversity and must not therefore discriminate against others, or the opinions of others, on the ground of their cultural background.

A member must act with respect for cultural beliefs and practices in relation to other members, council staff, electors and members of the public.

## 7 Conflict of Interest

A member must avoid any conflict of interest, whether actual or perceived, when undertaking official functions and responsibilities.

If a conflict of interest exists, the member must comply with any statutory obligations of disclosure.

## 8 Respect for Confidences

A member must respect the confidentiality of information obtained in confidence in the member's official capacity.

A member must not make improper use of confidential information obtained in an official capacity to gain a private benefit or to cause harm to another.

## 9 Gifts

A member must not solicit, encourage or accept gifts or private benefits from any person who might have an interest in obtaining a benefit from the council.

A member must not accept a gift from a person that is given in relation to the person's interest in obtaining a benefit from the council.

## 10 Accountability

A member must be prepared at all times to account for the member's performance as a member and the member's use of council resources.

## 11 Interests of Region to be Paramount

A member must act in what the member genuinely believes to be the best interests of the region.

In particular, a member must seek to ensure that the member's decisions and actions are based on an honest, reasonable and properly informed judgment about what best advances the best interests of the municipality, region or shire.

## 12 Training

A member must undertake relevant training in good faith.

## 3. REPORTING BREACHES OF THE CODE OF CONDUCT

## 4. RELEVANT POLICIES

Policies and procedures to be read in conjunction with this policy are:

- 1) Breach of Code of Conduct Policy
- 2) All other relevant Council Policies and Procedures

## 5. IMPLEMENTATION AND REVIEW

### 5.1. Implementation

Relevant staff will be made aware of the Code of Conduct and it will be published on the Barkly Regional Council website.

## 5.2. Review

The Code of Conduct will be reviewed on or before 29 November 2026.

## 6. VARIATIONS, REVOCATIONS AND/OR CHANGES

Barkly Regional Council reserves the right to revoke and/or amend this policy from time to time as is considered necessary to better manage its business and/or to comply with any legislative requirements. Employees will be given sufficient notice of any such revocations, amendments, or changes.

## 7. APPROVAL

This policy is approved.

Chris Kelly  
**Chief Executive Officer**

  
Signature

29 Nov 2024  
Dated

**END**