

Dear Councillors,

### Code of Conduct and Standard of Behaviour

I am writing to you about the Council's Code of Conduct for Councillors and the recent significant increase in the numbers of formal complaints and queries about alleged breaches of the Code. This also acts as a reminder of the standards of behaviour expected of you in your interactions with fellow Members and members of the public.

As you will be aware, the Council has adopted a [Members Code of Conduct](#) which applies to you as soon as you sign your declaration of acceptance of the office of councillor or attend your first meeting and continues to apply to you until you cease to be a councillor.

This Code of Conduct applies to you when you are acting in your capacity as a councillor which may include when your actions would give the impression to a reasonable member of the public with knowledge of all the facts that you are acting as a councillor.

The Code applies to all forms of communication and interaction, including:

- at face-to-face meetings for example Council meetings or ward surgeries
- at online or telephone meetings
- in written communication
- in verbal communication
- in non-verbal communication
- in electronic and social media communication, posts, statements and comments.

The Code of conduct forms part of the Council's statutory [Arrangements](#) which the Council has in place under the provisions of the Localism Act 2011. The Council has also adopted [Guidance](#) to assist you, officers and members of the public in understanding the duties which the Code places on Councillors.

Please take the opportunity to remind yourself of the contents of the Code of Conduct and the Guidance. Please can you take into account the requirements of the Code in your interactions with others and be mindful of the need to avoid behaviours including social media posting that could give rise to a breach of the Code.

Please do get in contact with me or one of my Deputy Monitoring Officers if you have any queries or concerns.

Yours Sincerely

Stephen Lawrence-Orumwense

Director of Legal Services and Monitoring Officer