



# Cumbria Office of the Police, Fire and Crime Commissioner

## Community Scrutiny Panel Members' Code of Conduct

## Distribution and Consultation Record

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### Policy Approval

<b>Approved By</b>	Mr Richard Rhodes, Police & Crime Commissioner
<b>Date</b>	26 November 2012
<b>Approved By</b>	Mr Peter McCall, Police & Crime Commissioner
<b>Date</b>	November 2017
<b>Approved By</b>	OPCC Executive Team
<b>Date</b>	November 2020

<b>Name</b>	<b>Position</b>	<b>Version no. consulted on</b>	<b>Date</b>
Stuart Edwards	Chief Executive	Version No 1	October 2012
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### Version Control

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<b>Contact</b>	Joanne Head, Governance & Business Services Manager

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# Introduction

This Code applies to the role of members of the Community Scrutiny Panel.

1. This code does not apply when I am acting in a purely private capacity.
2. I have adopted this code and have agreed to abide by its provisions.
3. I agree to abide by the seven “Nolan Principles as set out in Standards in Public Life: First Report of the Committee on Standards in Public Life and which are set out below:

## THE SEVEN PRINCIPLES OF PUBLIC LIFE

### 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

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

### LEADERSHIP

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

## General Obligations

I agree:-

- (a) To treat others with dignity and respect.
- (b) Not discriminate, use bullying behaviour or harass any person.
- (c) Not to conduct myself in a manner which:-
  - (i) is contrary to the policing protocol.  
and/or
  - (ii) could reasonably be regarded as bringing my office into disrepute.

## Use of Resources

I agree:-

- (a) Not to use the resources of the elected local policing body for my personal benefit or for the benefit of myself, my friends, or any other person in relation to any business interest of mine.
- (b) To claim expenses and allowances only in accordance with the published expenses and allowances scheme of the elected local policing body.

# Register of Disclosable Interests

(including those arising in relation to gifts and hospitality and those of a pecuniary nature)

As A Member of the Community Scrutiny Panel, I will agree to:-

1. Act solely in the public interest and in exercising the functions of my role, I will not act to gain financial or other benefits for myself, my family, my friends, or any person in relation to any business of mine or use or attempt to use my office to confer or secure for any person, including myself, an advantage or a disadvantage.
2. Within 28 days of taking office to enter in the register of disclosable interests maintained by the Monitoring Officer of the elected local policing body every disclosable interest as set out in the Schedule.
3. Within 28 days of any change in circumstances to enter in the register of interests the changes in so far as are related to disclosable interests.
4. If the nature of the interest is such that I and the Monitoring Officer consider that disclosure could lead to me or a person connected with me being subject to violence or intimidation, then any entry in the register should not include details of the interest but should indicate that the interest has been disclosed and is withheld by virtue of this section.

## Conflict of Interests

In any case where the interests of exercising the functions of my role may conflict with any disclosable or other interest, which has become known to me, I shall as soon as possible declare such conflict as is required and determine whether the conflict of interest is so substantial that the function should not be exercised personally but should be delegated or dealt with in some other manner to ensure the conflict of interest does not arise.

# Disclosure of Information

As a Member of the Community Scrutiny Panel, I will

1. Agree not to disclose information given to me in confidence or information acquired by me which is of a confidential nature.
2. Any disclosure made by me shall be reasonable, be in the public interest and made in good faith.
3. I agree not to prevent another person from gaining access to information to which that person is entitled by law.
4. I understand that when handling sensitive information its dissemination should be no wider than is necessary and within the guidelines of any protective markings

# Disclosable Interests

Cumbria Office of the Police, Fire and Crime Commissioner (COPFCC) has adopted an Anti-Fraud and Corruption Policy. In accordance with this policy (which includes the avoidance of suspicion of fraudulent or corrupt behaviour), you are asked to indicate or disclose any interest which may give rise to any suspicion of favouritism or other breach of the seven principles of public life (Nolan Committee) of this policy.

## Register of Interests

All members of the Community Scrutiny Panel are required to complete a register of interests form. The Chief Executive and Monitoring Officer to the COPFCC will maintain a Register of Interests for all the members.

# Complaints

Any complaints about the conduct of a member of the Community Scrutiny Panel shall be sent to the Chief Executive and Monitoring Officer of the COPFCC to deal with:

Chief Executive  
Office of the Police, Fire and Crime Commissioner  
Carleton Hall  
Penrith  
CA10 2AU





# Community Scrutiny Panel Member Code of Conduct Undertaking

I, .....as a Member of the Community Scrutiny Panel, declare that I will duly and faithfully fulfil the requirements of this role according to the best of my judgement and ability and within codes adopted by the COPFCC.

I undertake to observe and comply with the model Code of Conduct (1) expected from members of the Community Scrutiny Panel, as adopted by the COPFCC; of which I am supplied with a copy.

I confirm receipt of a form for notification by a member of the Community Scrutiny Panel of their financial and other interests under which I will complete and return to the Monitoring Officer for entry in the COPFCC's Register. I undertake to update the Monitoring Officer on any changes to those notifiable interests.

I further undertake to observe and stand by the Anti-Discrimination Code of Conduct adopted by the COPCC for its members and staff, of which I am also supplied with a copy.

I finally undertake to abide by the principles of the Commissioner-Officer Protocol adopted by the COPFCC, of which I am additionally supplied with a copy.

Signed ..... Date .....

This undertaking was made and signed before me

Signed ..... Date .....

Monitoring Officer