



Governance and Assurance Framework

Section G: Code of Conduct Policy

June 2021

1. All Members of the Midlands Engine Partnership Boards, its Subgroups and officers shall, when carrying out any duties or responsibilities on behalf of the Midlands Engine Partnership, and at all other times, abide by the Seven Principles of Public Life: as set out in Section 28 of the Localism Act 2011;¹
 - a) Selflessness
 - b) Integrity
 - c) Objectivity
 - d) Accountability
 - e) Openness
 - f) Honesty
 - g) Leadership.

2. Board Members are expected to conduct themselves in accordance with these principles, which underpin the purpose and provisions of the Code of Conduct. The Seven Principles of Public Life are:

3. **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 benefits for themselves, their family or their friends.

4. **Integrity**

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

5. **Objectivity**

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

6. **Accountability**

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

¹ <http://www.legislation.gov.uk/ukpga/2011/20/section/28/enacted>

7. **Openness**

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

8. **Honesty**

Holders of public office must be truthful. They 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.

9. **Leadership**

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

10. Accordingly, Board Members, when conducting themselves in accordance with these principles:

- must act in a manner consistent with the Midlands Engine Partnership's commitment to equality and diversity and treat their fellow Board Members, members of staff and others they come into contact with when working in their role with respect and courtesy at all times;
- must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their family, a friend or close associate;
- must not place themselves under a financial or other obligation to outside individuals or organisations that might be reasonably regarded to influence them in the performance of their official duties;
- when carrying out their Midlands Engine Partnership duties they must make all choices, such as making appointments, awarding contracts or recommending individuals for rewards or benefits, based on evidence;
- are accountable for their decisions and must co-operate fully with whatever scrutiny is appropriate to their position. They must be as open as possible about both their decisions and actions and the decisions and actions of the Midlands Engine Partnership. In addition, they should be prepared to give reasons for those decisions and actions;
- must declare any private interests, both pecuniary and non-pecuniary, including membership of any Trade Union, political party or local authority that relates to their Midlands Engine Partnership duties. Furthermore, they must take steps to resolve any conflicts arising in a way that protects the public interest. This includes registering and declaring interests in a manner conforming with the procedures set out in the Register and Conflicts of Interest policy;

- must, when using or authorising the use by others of the resources of the Midlands Engine Partnership, ensure that such resources are not used improperly for political or personal purposes (including party political purposes);
- must promote and support high standards of conduct when serving in their Midlands Engine Partnership post, in particular as characterised by the above requirements, by leadership and example.

Complaints and Whistleblowing

11. Any individual or organisation is entitled to make a complaint about the work of the Midlands Engine Partnership if they feel that it is not being conducted in accordance with the Governance and Assurance Framework. All complaints will be dealt with by the Midlands Engine Partnership in line with its complaints and/or whistleblowing policies.

Declaration of acceptance of appointment

12. All Board Members are required to make a declaration of acceptance of appointment on the form included as Appendix 1 to this policy before or at the first Board Meeting after their appointment. In so doing, all Members make a written declaration of their agreement to the Board's Governance and Assurance Framework, which includes this Code of Conduct.

Appendix 1:



Declaration of acceptance of appointment to a Board of the Midlands Engine Partnership

I, [insert name].....

having been appointed as a Board Member of the Midlands Engine Partnership, declare that I take this role upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgement and ability. I agree to comply with the requirements of the Midlands Engine Partnership Governance and Assurance Framework and agree to conduct myself in line with the Code of Conduct Policy.

Signed Date.....