



**Report**                **04.100**  
**Date**                 26 February 2004  
**File**                  E/4/1/5

**Committee**        **Policy, Finance and Strategy**  
**Author**             **Wayne Hastie Council Secretary**

## Code of Conduct

### 1. Purpose

To ask the Committee to recommend that Council adopt the Code of Conduct attached to the report (**Attachment 1**).

### 2. Background

At its meeting on 29 January 2004, the Committee considered a proposed Code of Conduct (Report 04.24) as required by Clause 15 of Schedule 7 to the Local Government Act 2002. The Committee resolved to recommend to Council:

*That officers be asked to incorporate the essence of Councillors' consensus views in a final draft and to submit that draft to the Policy, Finance and Strategy Committee on 9 March 2004.*

### 3. Final draft

Attachment 1 to this report is the final draft prepared by officers. The following amendments have been made:

- inclusion of an index (page i)
- clarification of general principles (page 2)
- inclusion of a statement that the Chairperson may be removed from office by a resolution of Council (page 4)
- inclusion of a section on the role of a Deputy Committee Chairperson (page 5)
- clarification that the obligation to declare a conflict of interest at a meeting is a statutory obligation and that the annual declaration is in addition to this requirement (page 8)

- inclusion of additional guidance about the receipt of gifts and invitations to attend functions (page 10)

These amendments should address the issues raised at the 29 January meeting.

#### **4. Communication**

No communication is required as a result of this report.

#### **5. Recommendation**

*That the Committee **recommend** that Council adopt the Code of Conduct included as Attachment 1 to this report.*

Report prepared by:

**Wayne Hastie**  
Council Secretary

**Attachment 1:** Code of Conduct