



Association of Irish Local Government – AILG

AILG Elected Member Training Programme Module 2 (In-Person) July 2024

“Elected Members Briefing: Code of Conduct

Fáilte Romhaibh

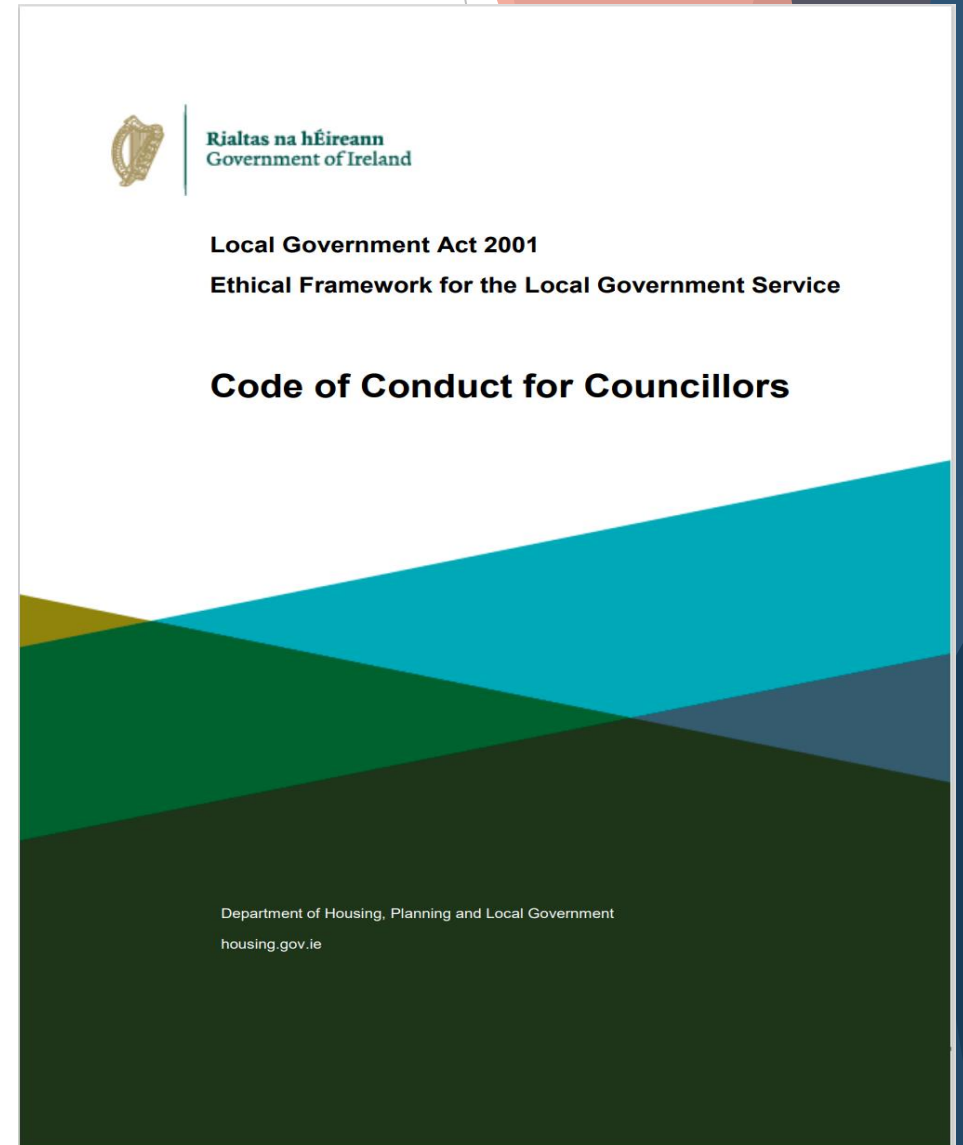
Code of Conduct for Councillors

The Minister issued a Code of Conduct for Councillors under S.169 of the Local Government Act 2001 in 2004.

This Code of Conduct was Revised in 2019 under Cir. LG03-2019.

The code sets out principles and standards of conduct and integrity for councillors, to inform the public of the conduct it is entitled to expect and to uphold public confidence in local government.

This code is complemented by a separate code which applies to local authority staff.



Main Features of the Code include:

1. General Conduct and Behaviour
2. Local authority meetings and satisfactory working relationships
3. Conflict of Personal and Public Interest
4. Planning
5. Lobbying
6. Gifts

Main Features of the Code include:

7. Hospitality

8. Social Media & use of Council Equipment

9. GDPR

10. Personal Dealings with the Local Authority

11. Regard for Council Resources

12. Contraventions

13. General

Code of Conduct for Councillors

- ❑ Councillors and employees together have a common interest to work in cooperation in the best interests of the public which they both serve.
- ❑ There must be respect and a clear awareness of the different roles which Councillors and employees fulfil.
- ❑ Councillors have a mandate to make policy and represent the public.
- ❑ Employees have a duty to administer the policy of the Council subject to the constraints of legislation, regulation and resources.
- ❑ Councillors exercise their mandate primarily in the Council chamber where they are entitled to represent issues – robustly if necessary – on behalf of the community they represent.

Complaint forms on Council websites



Cork City Council is committed to providing an efficient and courteous service to all our customers. If you are dissatisfied with the quality of services you received, please return this form to Customer Care Section Corporate & External Affairs, Cork City Council, City Hall, Cork, or e-mail to corporateaffairs@corkcity.ie. Your complaint will be dealt with in accordance with the complaints and appeals procedure adopted by Cork City Council.

PLEASE PRINT IN BLOCK CAPITALS:

NAME:

ADDRESS:

TELEPHONE/FAX:

PLEASE PRINT DETAILS OF YOUR COMPLAINT:

Describe:

Date:

SIGN: **DATE:**

Local Government Act 2001
Ethical Framework for the Local Government Service
Code of Conduct for Councillors
Complaint Form

You may use this form to make a complaint to the Ethics Register for Kerry County Council that a Councillor has, or may have, failed to comply with the Code of Conduct for Councillors (<http://www.galway.gov.ie/publications/2011/code-of-conduct-for-councillors>)

Please send back this, if possible, and complete Sections 1 and 2 in BLOCK CAPITALS.

Section 1: Complainant's Details

Surname: **Initials/First Name (please specify):**

Forwards to:

Address:

..... **County:**

Email:

Home Telephone Number: **Mobile Telephone Number:**

Please tick the box that best describes the capacity in which you are making your complaint:

- I am complaining as a member of the public
- I am complaining as a voter on a ballot count
- I am complaining as a Councillor
- I am complaining on behalf of a Public Body
 - please specify the body and your position in it:
- I am complaining on behalf of a Third Sector Organisation
 - please specify the organisation and your position in it:
- I am complaining in another capacity
 - please provide details:

Code of Conduct for Councillors

- ❑ This mandate granted by the electorate does not exempt councillors from treating other councillors and employees with respect and dignity.
- ❑ This value of respectful treatment includes comments within and outside the Council Chamber, be it in direct speech written or on social media.
- ❑ The role of the elected member requires that they conduct their dealings with other councillors and employees, for whom the Council is their workplace, with respect and dignity
- ❑ Section 169 of the Act states that each member shall have regard to and be guided by the Code of Conduct in the exercise of his or her functions. The annual declaration form includes –
 1. A declaration that you have read the Code of Conduct for Councillors and that you understand its meaning, and
 2. An undertaking to have regard to and be guided by the Code of Conduct for Councillors in the exercise of your functions.

Code of Conduct for Councillors

In summary:

- If in doubt, always declare your interest
- Seek advice from your Council's Ethics Register on any question
- Read yourself into your Council's Code of Conduct in the coming months

.