

Englishcombe Parish Council

Code of Conduct for Employees

1. Purpose

To define expected behaviour and responsibilities of all Council staff.

2. Principles

- Integrity, honesty, and accountability.
- Respect for colleagues, councillors, and the public.
- Compliance with the law and Council policies.

3. Conduct

- Employees must not bring the Council into disrepute.
- Confidential information must not be disclosed without proper authority.
- Personal use of Council facilities should be minimal and authorised.

4. Conflicts of Interest

Employees must declare any personal or financial interest that may conflict with Council duties.

5. Political Neutrality

Employees must remain politically impartial in the performance of their duties.

6. Use of Resources

Council property and resources must only be used for Council purposes.

7. Breach of Code

Breaches will be subject to disciplinary procedures.

8. Review

The Code will be reviewed annually.