

CODE OF CONDUCT



Council's Model Code of Conduct provides guidance to Councillors, administrators, staff, independent conduct reviewers, Council committee members, including the conduct review committee, and delegates of the Council about the standards of behaviour expected of them. Download the; Model Code of Conduct (269.4KB)

The Code is supported by procedures for administration, which outline how reports of breaches of the Code will be handled. Download the procedures; Procedures for the Administration of the DRC Code of Conduct (284.7KB)

STANDARDS OF CONDUCT

The Code informs the public of the standards of conduct they can expect when dealing with the Council.

Conduct standards cover ethical behaviour in the public sector and include:

- integrity and impartiality
- promoting the public good
- accountability and transparency.

The Code guides Councillors and staff in:

- general conduct obligations
- conflicts of interest
- personal benefit
- relationships between Council officials
- access to information and Council resources
- maintaining the integrity of this Code.

The procedures for administering the Code includes information on how to report a potential breach of the code and how the report will be handled.

BUSINESS ETHICS

Councillors and staff must meet high standards of integrity and accountability when doing business with and delivering services to the

community.

Businesses and members of the public can help the Council maintain these high standards by:

- respecting the ethical principles that we work by
- not pressuring Councillors and/or employees to overlook their ethical obligations
- disclosing likely conflicts of interest
- preventing the disclosure of confidential information
- providing accurate information
- helping deter unethical practices and fraud by reporting concerns.

Find out more about our business ethics at Council's dedicated webpage; Business Ethics.

GIFTS AND BENEFITS

Councillors and staff should not accept gifts or benefits unless it is allowed in the Code of Conduct and within the procedures.

The Gifts and Benefits Policy states that Councillors and staff must refuse gifts, benefits or offers of hospitality where there is a perceived, or actual, conflict of interests.

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

Dubbo Regional Council's Code of Conduct requires Councillors and designated persons to lodge, with the Chief Executive Officer, written disclosure of interest returns (commonly known as pecuniary interest

returns). A pecuniary interest is an interest in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the Councillor or Designated person.

A copy of the returns from Councillors and those staff positions identified as Designated Persons can be found on Council's "Access to Information" page [here](#).

REPORTING BREACHES AND MISCONDUCT

Unethical conduct by Councillors or staff is not acceptable and should be reported to the CEO. Reports, based on honest beliefs and reasonable grounds, will be investigated promptly, professionally and in confidence.

Council is committed to upholding the principles of transparency and accountability in its operations. It encourages disclosures in accordance with the Public Interest Disclosures Act and reveals public interest information at the earliest reasonable opportunity.

MORE INFORMATION

All Council Policies are currently under review. Policies and will be made available at Council's webpage, A - Z Policies, once they are adopted by Council.

For more information, please contact Council's Executive Manager Governance and Internal Control, on (02) 6801 4000.

Last Edited: 08 Dec 2023