



Code of Conduct of the Police and Crime Commissioner for Hampshire

(Including the register of interests)

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1.0 Code of conduct: Introduction

1.1 The code of conduct sets out the desire for the Police and Crime Commissioner for Hampshire (Commissioner) and others associated with the elected local policing body, to uphold office in line with the intentions of the Policing Protocol Order 2011 and abide by the 'Nolan Principles':

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 material benefits for themselves, their family, or their friends.

Integrity: Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

Objectivity: In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability: Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness: Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty: Holders of public office 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.

Leadership: Holders of public office should promote and support these principles by leadership and example.

1.2 The scope of this code applies to the following persons (if appointed):

- The Commissioner
- Deputy Commissioner
- Any appointee to a panel or committee¹

1.3 This code does not apply when any person, as mentioned above, is acting in a purely private capacity.

2.0 General obligations

2.1 All persons agree to:

2.1.1 treat others with dignity and respect

¹ Such as: Joint Audit Committee; Misconduct Panel

- 2.1.2 not use bullying behaviour or harass any person
 - 2.1.3 abide by legal requirements
 - 2.1.4 act in a manner which could not reasonably be regarded as bringing the office into disrepute.
 - 2.1.5 respect the impartiality of officers and not to obstruct or interfere with any officer who may be discharging any responsibilities placed upon them by law.
 - 2.1.6 not use resources for personal benefit or for the benefit of family or friends, or any other person in relation to any business interest.
 - 2.1.7 not use resources improperly for political purposes (including party political purposes)
 - 2.1.8 only claim expenses and allowances as permitted in the PCC/DPCC Expenses Scheme
 - 2.1.9 reach decisions having given consideration to relevant information and any advice from the OPCC's staff
 - 2.1.10 not disclose confidential information (other than in very limited circumstances)
- 2.2 Each person shall:
- 2.2.1 enter in the register of disclosable interests maintained by the monitoring officer every disclosable interest as set out in the schedule
 - 2.2.2. within 28 days of any change in circumstances to enter in the register of interests the changes insofar as are related to disclosable interests.
 - 2.2.3 within 28 days of receipt, to register the acceptance of any gift or hospitality worth £25 or more.
- 2.3 If the Monitoring Officer considers disclosure could result in the risk of violence or intimidation, details of the interest will not be published. The register should indicate the interest has been disclosed and is withheld by virtue of this section.
- 2.4 If there is any doubt about whether something could be considered a recordable interest the Monitoring Officer must be consulted.
- 3.0 Conflicts of interests**
- 3.1 In any case where exercising the functions of office may conflict with any disclosable or other interest, which has become known, the person shall declare such conflict. A determination of whether the conflict of interest is so substantial the function can not be exercised personally should be taken.

- 3.2 A person will consider a conflict of interest to be so substantial and should not exercise the function personally, if a member of the public with knowledge of the relevant facts would reasonably consider the interest so significant it would likely prejudice judgement on the decision.
- 3.3 In the event of declaring a conflict of interest, the person shall withdraw from any discussion or decision.
- 3.4 If a person is unable to take a decision, due to a conflict of interest, the advice of the Monitoring Officer shall be sought – including whether the matter may be delegated.

4.0 Disclosure of information

- 4.1 Confidential or restricted information must not be disclosed unless: consent has been authorised; relevant time has elapsed; provision is required by law; or, disclosure to a third party for the purpose of obtaining professional legal advice where the third party agrees not to disclose the information to any other person.
- 4.2 Any disclosure made shall be reasonable, be in the public interest and made in good faith.

5.0 Gifts and Hospitality

- 5.1 As a general rule offers of gifts or hospitality should be refused courteously in a manner that does not cause offence or embarrassment to the organisation or individual making the offer.
- 5.2 If consideration is being given to accepting a gift or hospitality, the Monitoring Officer should be consulted prior to a decision being taken. In deciding whether a gift should be accepted the following points should be considered:
- Why is the offer being made?
 - What are the background circumstances to it?
 - Does the donor feel obliged to make the offer?
 - What does the donor expect in return?
 - What could be the outcome if the offer is accepted or declined?
 - Would the PCC be prepared to justify its acceptance to the public?

6.0 Transparency

- 6.1 A register of interests and recording of declarations of conflicts of interest will be maintained. The register will be published on the website.

6.2 A gifts and hospitality register will be published on the website. The register will contain information relating to gifts and hospitality with a real or perceived value of at least £25, or as required by the Monitoring Officer in the interests of transparency.

7.0 Complaints

7.1 Complaints about the Police and Crime Commissioner for Hampshire's conduct should be sent in writing to:

The Chief Executive
Office of the Police and Crime Commissioner for Hampshire
St George's Chambers
St George's Street
Winchester
Hampshire
SO23 8AJ

7.2 If the matter relates to the Chief Executive, Monitoring Officer or Chief Finance Officer it should be sent to:


Police and Crime Commissioner for Hampshire
St George's Chambers
St George's Street
Winchester
Hampshire
SO23 8AJ

7.3 All other matters should be sent to:

The Executive Advisor
Office of the Police and Crime Commissioner for Hampshire
St George's Chambers
St George's Street
Winchester
Hampshire
SO23 8AJ

Code of Conduct Agreement

I have read and understood my obligations in relation to the code of conduct and register of interest of the Police and Crime Commissioner for Hampshire.

Signature:	
Name:	M A Lamb
Date:	12/5/2016