

Proposed amendments to the Code of Conduct and Conflict of Interest Policy.

Current wording	Proposed wording
<p>8.2 You must declare in writing any financial or non-financial interests that could in any way be considered to bring about conflict with the County Council's interests. This includes any relationship, discussions or correspondence over any employment or private interests with organisations that may have a past, current or future business connection with the County Council, including but not limited to circumstances where funds are being paid or received by the County Council. If you have any doubt whatsoever you should make a declaration, so that your employer can make the judgement as to whether a conflict exists (see Appendix 1: Making a declaration).</p>	<p>8.2 You must declare in writing any financial or non-financial interests that could in any way be considered to bring about conflict with the County Council's interests. This includes any relationship, discussions or correspondence over any employment or private interests with organisations or individuals that may have a past, current or future business connection with the County Council, including but not limited to circumstances where funds are being paid or received by the County Council or situations that could result in more favourable treatment or give advantage to an individual or organisation. If you have any doubt whatsoever you should make a declaration, so that your employer can make the judgement as to whether a conflict exists (see Appendix 1: Making a declaration).</p>
<p>8.4 You must declare in writing any membership of secret societies. The definition of a secret society is:</p> <p>"A lodge, chapter, society, trust or regular gathering or meeting, which:</p> <ol style="list-style-type: none"> a) is not open to members of the public who are not members of that lodge, chapter, society or trust; b) includes, as a requirement of the grant of membership, an obligation on the part of the member to make a commitment (whether by oath or otherwise) of allegiance to the lodge, chapter, society, gathering or meeting and; c) includes, whether initially or subsequently, a commitment (whether by oath or otherwise) of secrecy about the rules, membership or conduct of the lodge, chapter, trust, gathering or meeting." <p>8.5 A lodge, chapter, trust, gathering or meeting as defined above, should not be recognised as a secret society if it forms part of the activity of a general recognised religion.</p> 	<p>(DELETED)</p>

Current wording	Proposed wording
<p>8.1 Facilities and equipment is taken to mean, but is not limited to; computers, software, telephones, vehicles and intellectual property.</p>	<p>8.2 Facilities and equipment is taken to mean, but is not limited to; computers, software, telephones, vehicles and intellectual property. The County Council reserves the right to access all IT systems (including telephone voice recordings), in the event of a policy or security breach. Please also refer to the Personal Use of Council Equipment Policy, Internet Access and Usage Policy, Email Use Policy and Data Protection and Information Security Policy.</p>
<p>Key points (Page 3)</p> <p>All staff will be reminded of the need to declare potential conflicts of interest and required to complete an annual form.</p> <p>1.5 (Page 4)</p> <p>You will be asked to review your declaration of interest form annually. However, if there is a change in your circumstances and a potential conflict arises, it is your responsibility to inform your manager as soon as possible so the conflict of interest can be considered.</p>	<p>Annually, all staff will be reminded of the need to declare potential conflicts of interest and required to complete an annual form, including where a NIL return has been made in the previous declaration.</p> <p>You will be asked to review your declaration of interest form annually, including where you have made a NIL return in your previous declaration. However, if there is a change in your circumstances and a potential conflict arises, it is your responsibility to inform your manager as soon as possible so the conflict of interest can be considered.</p>
<p>15.2 (Page 13)</p> <p>Orders and contracts must be awarded on merit and no special favour should be shown to any business, particularly those you have an interest in. If you have such an interest, you must not be involved in any way in awarding work or orders or subsequent management of contracts. Similarly, you must not canvass on behalf of any outside organisation that has a relationship with the County Council.</p>	<p>Orders and contracts must be awarded on merit and no special favour should be shown to any business, particularly those you have an interest in. If you have such an interest, you must not be involved in any way in awarding work or orders or subsequent management of contracts. Similarly, you must not canvass on behalf of any outside organisation that has a relationship with the County Council.</p> <p>Where your role within the Council means that you are involved with outside businesses and suppliers (e.g. through raising orders, letting contracts, contract management etc.) discussions over potential conflicts and gifts/hospitality should be had as part of regular performance and development conversations with your manager</p>

<i>Current wording</i>	<i>Proposed wording</i>
<p data-bbox="188 219 480 253"><i>1.4.2 (Page 3) and 7.1.2</i></p> <p data-bbox="188 271 767 371"><i>Staff in corporate departments who do not have an ESCC email account should send their written declaration to their departmental coordinator.</i></p>	<p data-bbox="799 271 1382 371"><i>Staff in corporate departments who do not have an ESCC email account should send their written declaration to their line manager.</i></p>