

STANDARDS AND ETHICS COMMITTEE

Date and Time:- Thursday 11 June 2026 at 2.00 p.m.

Venue:- Rotherham Town Hall, The Crofts, Moorgate Street, Rotherham. S60 2TH

Membership:- Councillors Clarke (Chair), Harper (Vice-Chair), T. Collingham, Cowen, Currie, Hall, Lelliott and McKiernan.

Parish Council Representatives:- Mr. A. Griffin and Mr. M. Senior.

Independent Members:- Mrs. A. Bingham, Mrs. K. Penney and Ms. R. Wright.

Independent Persons:- Mr. P. Beavers and Mr. D. Roper-Newman.

The items which will be discussed are described on the agenda below and there are reports attached which give more details.

Rotherham Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair or Governance Advisor of their intentions prior to the meeting.

AGENDA

1. Apologies for Absence

To receive the apologies of any Member who is unable to attend today's meeting.

2. Declarations of Interest

To receive declarations of interest from Members in respect of items listed on the agenda.

3. Exclusion of Press and Public

To consider whether the press and public should be excluded from the meeting during consideration of any part of the agenda.

Under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for Agenda Items 10 and 11 (Consideration of Whistleblowing Policy and Complaints) on the grounds that their appendices involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972.

4. Minutes of the previous meeting held on 12th March, 2026 (Pages 3 - 6)

To consider and approve the minutes of the previous meeting held on 12th March, 2026 as a true and correct record of the proceedings and signed by the Chair.

5. Review of the Code of Conduct (Pages 7 - 26)

To consider and review the Code of Conduct.

6. Civility and Respect Pledge (Verbal Update)

To receive an update on the Civility and Respect Pledge.

7. Strengthening the Standards and Conduct Framework for Local Authorities (Verbal Update)

To receive an update on the strengthening of the standards and conduct framework for local authorities.

8. Debate Not Hate Working Group (Verbal Update)

To receive an update on the work of the Debate Not Hate Working Group.

9. Register of Interests - Parish Councils (Pages 27 - 30)

To receive an update on the latest position with regards to the Register of Interests for Parish Councils.

10. A Review of Concerns Raised Pursuant to the Whistleblowing Policy (Pages 31 - 38)

To give consideration to a report regarding concerns raised pursuant to the Whistleblowing Policy and the actions taken to address these matters.

11. Review of Complaints (Pages 39 - 45)

To give consideration to a report updating the Committee on the Complaints received against Members of the Council, and Town and Parish Councillors alleging a breach of the Code of Conduct.

12. Urgent Business

To determine any item which the Chair is of the opinion should be considered as a matter of urgency.

**The next meeting of the Standards and Ethics Committee will
be held on Thursday 10 September 2026
commencing at 2.00 p.m.
in Rotherham Town Hall.**

A handwritten signature in black ink, appearing to read 'John Edwards', with a stylized, cursive script.

**JOHN EDWARDS,
Chief Executive.**

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STANDARDS AND ETHICS COMMITTEE
12th March, 2026

Present:- Councillor Clarke (in the Chair); Councillors T. Collingham, Hall, Harper, Lelliott and Monk and also Mr. M. Senior (Parish Council Representative).

Also in attendance were Mr. P. Beavers (Independent Person) and Ms. R. Wright (Independent Member – Observer) and officers Mr. S. Fletcher (Deputy Monitoring Officer) and Mr. P. Horsfield (Monitoring Officer).

Apologies for absence were received from Councillors Beck and Keenan, Mr. T. Griffin (Parish Council Representative), Mr. D. Roper-Newman (Independent Person) and Mrs. A. Bingham and Ms. K. Penney (Independent Members).

30. DECLARATIONS OF INTEREST

There were no declarations of interest.

31. EXCLUSION OF PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for (Minute Nos. 37 and 38 (Whistleblowing and Complaints) on the grounds that the appendices to those reports involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972.

32. MINUTES OF THE PREVIOUS MEETING HELD ON 15TH JANUARY, 2026

Resolved:- That the minutes of the previous meeting held on 15th January, 2026 were approved as a true and correct record of the proceedings.

33. STANDARDS AND ETHICS COMMITTEE - WORK PLAN

Consideration was given to the report presented by the Deputy Monitoring Officer which set out a draft Work programme for the Standards and Ethics Committee for the period January to November, 2026.

The draft Work Plan was attached as an appendix to the report and its adoption would ensure that the Standards and Ethics Committee was able to focus on a range of issues throughout the year and provide transparency in relation to its work.

The Committee gave consideration to the draft Work Plan and had no further suggestions to add.

STANDARDS AND ETHICS COMMITTEE - 12/03/26

Resolved:- (1) That the draft Work Plan be received and the contents noted.

(2) That a finalised Work Plan for the period January to November, 2026 be approved.

34. STANDARDS AND ETHICS COMMITTEE - ANNUAL REPORT

Consideration was given to a report presented by the Deputy Monitoring Officer which set out the work undertaken by the Standards and Ethics Committee in 2025.

The report gave a detailed overview of the work undertaken successfully throughout the year.

The Committee was invited to make comment and confirmed satisfaction with the content.

Resolved:- That the Annual Report and the work undertaken be received and noted.

35. DEBATE NOT HATE WORKING GROUP - UPDATE

The Deputy Monitoring Officer provided an update on progress of the Standards and Ethics Committee Working Group which was tasked with looking at the Debate Not Hate Campaign and keeping Members safe.

The Working Group had met three times and had already made a number of recommendations to take forward.

The last meeting had focused on health and safety and online security and a more detailed discussion would take place at the next meeting in April with the Head of Democratic Services.

The Chair invited other members of the Committee to join the Working Group and anyone wishing to be involved should contact the Clerk who confirmed the next hybrid meeting to be Tuesday, 14th April, 2026 at 2.00 p.m.

Resolved:- That the update be received and the contents noted.

36. PROPOSED AMENDMENTS TO THE WHISTLEBLOWING POLICY

Consideration was given to the report presented by the Deputy Monitoring Officer which set out proposed minor amendments to the Whistleblowing Policy following a review of the Policy.

A small number of minor amendments to the Policy were proposed (set out as an appendix to the main report) and included:-

- Amendments to the name of the Chief Executive to John Edwards.
- Amended link to the Equality Act 2010 guidance.

The legislation referred to in the Policy remained in force and had not been changed. The procedure for dealing with disclosures once they have been received by the Council also remained the same. The telephone numbers and other contact details available for disclosure within the Policy have been checked and were still current.

Furthermore, the current Policy, subject to the above amendments, was appropriate and remained fit for purpose.

The Committee in accepting the amendments questioned the delay in updating the Policy and was advised this should have been carried out in a more timely manner.

Resolved:- (1) That the proposed amendments to the Whistleblowing Policy be endorsed.

(2) That any further amendments to the Whistleblowing Policy or suggestions be submitted.

(3) That subject to (2) above the final Whistleblowing Policy be approved.

37. A REVIEW OF CONCERNS RAISED PURSUANT TO THE WHISTLEBLOWING POLICY

Consideration was given to the report and appendix presented by the Deputy Monitoring Officer, which provided an overview of the Whistleblowing cases which have been received over the past year. It was pointed out there was no recurring themes or trends associated with the cases submitted.

Particular reference was made to the appendix to the report which set out clearly the description of the concerns received and action taken.

Reference was made to one particular case and an update provided on the stage of progress.

Resolved:- That the Whistleblowing concerns raised over the previous year and the actions taken to address these matters be noted.

38. REVIEW OF COMPLAINTS

Consideration was given to the report presented by the Deputy Monitoring Officer, detailing the progress with the handling of complaints relating to breaches of the Council's Code of Conduct for Members and Town and Parish Councillors. The report listed the current cases of complaint and the action being taken in respect of each one.

STANDARDS AND ETHICS COMMITTEE - 12/03/26

Reference was made to each related case and recommended outcomes/actions identified were highlighted.

Resolved:- That the report be received and the contents noted.

39. URGENT BUSINESS

The Chair advised that there were no urgent items of business requiring the Committee's consideration.

Public Report
Standards and Ethics Committee

Committee Name and Date of Committee Meeting

Standards and Ethics Committee – 11 June 2026

Report Title

Review of the Code of Conduct

Is this a Key Decision and has it been included on the Forward Plan?

No

Strategic Director Approving Submission of the Report

N/A

Report Author(s)

Stuart Fletcher, Deputy Monitoring Officer/Service Manager, Legal Services
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Ward(s) Affected

Borough-Wide

Report Summary

A report requesting that the Standards and Ethics Committee reviews the Code of Conduct.

Recommendations

1. That the Committee reviews the Code of Conduct and suggests any amendments which would then be reported to the Council for consideration.

List of Appendices Included

Appendix 1 – Member Code of Conduct

Background Papers

CSPL – Review of Local Government Ethical Standards

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Review of the Member Code of Conduct

Page 1 of 4

1. Background

- 1.1 By way of background, one of the recommendations of the Committee on Standards in Public Life “landmark” report into Local Government Ethical Standards in 2019 was that the LGA review the current Model Member Code of Conduct and prepare a revised model Member Code of Conduct.
- 1.2 As such the LGA held a several events around Civility in Public Life with a range of stakeholders and carried out an extensive consultation exercise which included
 - Workshops of members and Monitoring Officers to discuss the approach and content of the revised Code
 - Webinars conducted with over 1000 participants
 - Over 1600 written responses to the consultation received.
 - Comments, questions and feedback provided during the webinar sessions
 - Stakeholder roundtable to discuss the response and next steps
- 1.4 A draft model Member Code of Conduct was provided and reported to this Committee in June 2020. Members provided their views in respect of the draft model Code of Conduct and a consultation response was submitted subsequently on behalf of the Council, representing those views. A second Draft model Code of Conduct was reported back to this Committee in November 2020 which members commented upon, and which feedback was again submitted to the LGA.
- 1.5 The final approved version of the LGA Model Code of Conduct was approved by this Committee in January 2021 and adopted by the Council at the full Council meeting in May 2021.
- 1.6 It is now considered appropriate to review the Code of Conduct (Appendix 1) while bearing in mind that the Model Code of Conduct as provided by the LGA remains as it was drafted in 2020. The Code of Conduct was reviewed by the Committee last year in its current form, with no suggested amendments. The Monitoring Officer has reviewed the Code of Conduct and is happy with its current content. Members are however requested to review the Code of Conduct and suggest any amendments they feel would be beneficial.
- 1.7 It should also be borne in mind, as members will recall, the Government recently carried out a consultation and provided a consultation response in relation to introducing measures to strengthen the standards and conduct regime in England, partly to ensure consistency of approach among councils in addressing breaches of their member code of conduct. One of the items which the Government has stated it will take forward consulted on, is the introduction of a mandatory minimum code of conduct for local authorities in England, as opposed to the current optional model code.

- 1.8 The introduction to the Code of Conduct, sets out the importance of the Code of Conduct along with the role of the Councillor and holding Councillors to account, and as taken from the LGA website is set out below:

Local Government Association Model Member Code of Conduct

The Local Government Association (LGA) is providing this Model Member Code of Conduct as part of its work on supporting the sector to continue to aspire to high standards of leadership and performance.

The role of councillor in all tiers of local government is a vital part of our country's system of democracy. In voting for a local councillor, the public is imbuing that person and position with their trust. As such, it is important that as councillors we can be held accountable and all adopt the behaviours and responsibilities associated with the role. The conduct of an individual councillor affects the reputation of all councillors. We want the role of councillor to be one that people aspire to and want to participate with. We want to continue to attract individuals from a range of backgrounds and circumstances who understand the responsibility they take on and are motivated to make a positive difference to their local communities.

All councils are required to have a local Member Code of Conduct. This Model Member Code of Conduct has been developed in consultation with the sector and is offered as a template for councils to adopt in whole and/or with local amendments. The LGA will undertake an annual review of the Code to ensure it continues to be fit-for-purpose, particularly with respect to advances in technology, social media and any relevant changes in legislation. The LGA can also offer support, training and mediation to councils and councillors on the application of the Code, whilst the National Association of Local Councils (NALC) and the county associations of local councils can offer advice and support to town and parish councils.

2. Key Issues

- 2.1 Key issues are set out above.

3. Options considered and recommended proposal

- 3.1 Recommendations are set out above.

4. Consultation on Proposal

- 4.1 The consultation process undertaken in respect of the Model Code of Conduct for Members is set out above.

5. Timetable and Accountability for Implementing this Decision

- 5.1 If amendments to the Code of Conduct for Members are recommended by the Committee they would be proposed for adoption by the Council to the next available meeting of the Council.

6. Financial and Procurement Advice and Implications

6.1 Any work undertaken by Legal Services in dealing with this matter is within the budget for Legal Services.

7. Legal Advice and Implications

7.1 The Council and the Standards and Ethics Committee have a statutory duty to promote and maintain high standards of conduct. An appropriate Code of Conduct is an important part of complying with that duty.

8. Human Resources Advice and Implications

8.1 None.

9. Implications for Children and Young People and Vulnerable Adults

9.1 None.

10. Equalities and Human Rights Advice and Implications

10.1 None

11. Implications for Partners

11.1 None.

12. Risks and Mitigation

12.1 There is a risk that if the Council does not have an appropriate Code of Conduct, then public trust in local democracy could be undermined.

13. Accountable Officer(s)

Bal Nahal, Head of Legal Services

Report Author: Stuart Fletcher, Deputy Monitoring Officer/Service Manager,
Legal Services
01709 823523 - stuart.fletcher@rotherham.gov.uk

This report is published on the Council's [website](#).

Rotherham Metropolitan Borough Council

Councillor Code of Conduct

Joint Statement

The role of councillor across all tiers of local government is a vital part of our country's system of democracy. It is important that as councillors we can be held accountable and all adopt the behaviours and responsibilities associated with the role. Our conduct as an individual councillor affects the reputation of all councillors. We want the role of councillor to be one that people aspire to. We also want individuals from a range of backgrounds and circumstances to be putting themselves forward to become councillors.

As councillors, we represent local residents, work to develop better services and deliver local change. The public have high expectations of us and entrust us to represent our local area, taking decisions fairly, openly, and transparently. We have both an individual and collective responsibility to meet these expectations by maintaining high standards and demonstrating good conduct, and by challenging behaviour which falls below expectations.

Importantly, we should be able to undertake our role as a councillor without being intimidated, abused, bullied, or threatened by anyone, including the general public.

This Code has been designed to protect our democratic role, encourage good conduct and safeguard the public's trust in local government.

Adopted 26th May 2021

Introduction

The Local Government Association (LGA) has developed this Model Councillor Code of Conduct, in association with key partners and after extensive consultation with the sector, as part of its work on supporting all tiers of local government to continue to aspire to high standards of leadership and performance. It is a template for councils to adopt in whole and/or with local amendments.

All councils are required to have a local Councillor Code of Conduct.

The LGA will undertake an annual review of this Code to ensure it continues to be fit-for-purpose, incorporating advances in technology, social media and changes in legislation. The LGA can also offer support, training and mediation to councils and councillors on the application of the Code and the National Association of Local Councils (NALC) and the county associations of local councils can offer advice and support to town and parish councils.

Definitions

For the purposes of this Code of Conduct, a “councillor” means a member or co-opted member of a local authority or a directly elected mayor. A “co-opted member” is defined in the Localism Act 2011 Section 27(4) as “a person who is not a member of the authority but who

- (a) is a member of any committee or sub-committee of the authority, or;
- (b) is a member of, and represents the authority on, any joint committee or joint sub-committee of the authority;

and who is entitled to vote on any question that falls to be decided at any meeting of that committee or sub-committee”.

For the purposes of this Code of Conduct, “local authority” includes county councils, district councils, London borough councils, parish councils, town councils, fire and rescue authorities, police authorities, joint authorities, economic prosperity boards, combined authorities and National Park authorities.

Purpose of the Code of Conduct

The purpose of this Code of Conduct is to assist you, as a councillor, in modelling the behaviour that is expected of you, to provide a personal check and balance, and to set out the type of conduct that could lead to action being taken against you. It is also to protect you, the public, fellow councillors, local authority officers and the reputation of local government. It sets out general principles of conduct expected of all councillors and your specific obligations in relation to standards of conduct. The LGA encourages the use of support, training and mediation prior to action being taken using the Code. The fundamental aim of the Code is to create and maintain public confidence in the role of councillor and local government.

General Principles of Councillor Conduct

Everyone in public office at all levels; all who serve the public or deliver public services, including ministers, civil servants, councillors and local authority officers; should uphold the [Seven Principles of Public Life](#), also known as the Nolan Principles.

Building on these principles, the following general principles have been developed specifically for the role of councillor.

In accordance with the public trust placed in me, on all occasions:

- I act with integrity and honesty
- I act lawfully
- I treat all persons fairly and with respect; and
- I lead by example and act in a way that secures public confidence in the role of councillor.

In undertaking my role:

- I impartially exercise my responsibilities in the interests of the local community
- I do not improperly seek to confer an advantage, or disadvantage, on any person
- I avoid conflicts of interest
- I exercise reasonable care and diligence; and
- I ensure that public resources are used prudently in accordance with my local authority's requirements and in the public interest.

Application of the Code of Conduct

This Code of Conduct applies to you as soon as you sign your declaration of acceptance of the office of councillor or attend your first meeting as a co-opted member and continues to apply to you until you cease to be a councillor.

This Code of Conduct applies to you when you are acting in your capacity as a councillor which may include when:

- you misuse your position as a councillor
- Your actions would give the impression to a reasonable member of the public with knowledge of all the facts that you are acting as a councillor;

The Code applies to all forms of communication and interaction, including:

- at face-to-face meetings
- at online or telephone meetings
- in written communication
- in verbal communication
- in non-verbal communication
- in electronic and social media communication, posts, statements and comments.

You are also expected to uphold high standards of conduct and show leadership at all times when acting as a councillor.

Your Monitoring Officer has statutory responsibility for the implementation of the Code of Conduct, and you are encouraged to seek advice from your Monitoring Officer on any matters that may relate to the Code of Conduct. Town and parish councillors are encouraged to seek advice from their Clerk, who may refer matters to the Monitoring Officer.

Standards of councillor conduct

This section sets out your obligations, which are the minimum standards of conduct required of you as a councillor. Should your conduct fall short of these standards, a complaint may be made against you, which may result in action being taken.

Guidance is included to help explain the reasons for the obligations and how they should be followed.

General Conduct

1. Respect

As a councillor:

- 1.1 I treat other councillors and members of the public with respect.**
- 1.2 I treat local authority employees, employees and representatives of partner organisations and those volunteering for the local authority with respect and respect the role they play.**

Respect means politeness and courtesy in behaviour, speech, and in the written word. Debate and having different views are all part of a healthy democracy. As a councillor, you can express, challenge, criticise and disagree with views, ideas, opinions and policies in a robust but civil manner. You should not, however, subject individuals, groups of people or organisations to personal attack.

In your contact with the public, you should treat them politely and courteously. Rude and offensive behaviour lowers the public's expectations and confidence in councillors.

In return, you have a right to expect respectful behaviour from the public. If members of the public are being abusive, intimidatory or threatening you are entitled to stop any conversation or interaction in person or online and report them to the local authority, the relevant social media provider or the police. This also applies to fellow councillors, where action could then be taken under the Councillor Code of Conduct, and local authority employees, where concerns should be raised in line with the local authority's councillor officer protocol.

2. Bullying, Harassment and Discrimination

As a councillor:

- 2.1 I do not bully any person.**
- 2.2 I do not harass any person.**
- 2.3 I promote equalities and do not discriminate unlawfully against any person.**

The Advisory, Conciliation and Arbitration Service (ACAS) characterises bullying as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient. Bullying might be a regular pattern of behaviour or a one-off incident, happen face-to-face, on social media, in emails or phone calls, happen in the workplace or at work social events and may not always be obvious or noticed by others.

The Protection from Harassment Act 1997 defines harassment as conduct that causes alarm or distress or puts people in fear of violence and must involve such conduct on at least two occasions. It can include repeated attempts to impose unwanted communications and contact upon a person in a manner that could be expected to cause distress or fear in any reasonable person.

Unlawful discrimination is where someone is treated unfairly because of a protected characteristic. Protected characteristics are specific aspects of a person's identity defined by the Equality Act 2010. They are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The Equality Act 2010 places specific duties on local authorities. Councillors have a central role to play in ensuring that equality issues are integral to the local authority's performance and strategic aims, and that there is a strong vision and public commitment to equality across public services.

3. Impartiality of officers of the council

As a councillor:

3.1 I do not compromise, or attempt to compromise, the impartiality of anyone who works for, or on behalf of, the local authority.

Officers work for the local authority as a whole and must be politically neutral (unless they are political assistants). They should not be coerced or persuaded to act in a way that would undermine their neutrality. You can question officers in order to understand, for example, their reasons for proposing to act in a particular way, or the content of a report that they have written. However, you must not try and force them to act differently, change their advice, or alter the content of that report, if doing so would prejudice their professional integrity.

4. Confidentiality and access to information

As a councillor:

4.1 I do not disclose information:

- (a) given to me in confidence by anyone**
- (b) acquired by me which I believe, or ought reasonably to be aware, is of a confidential nature, unless**
 - (i) I have received the consent of a person authorised to give it;**
 - (ii) I am required by law to do so;**
 - (iii) the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person; or**
 - (iv) the disclosure is:**
 - 1. reasonable and in the public interest; and**
 - 2. made in good faith and in compliance with the reasonable requirements of the local authority; and**
 - 3. I have consulted the Monitoring Officer prior to its release.**

4.2 I do not improperly use knowledge gained solely as a result of my role as a councillor for the advancement of myself, my friends, my family members, my employer or my business interests.

4.3 I do not prevent anyone from getting information that they are entitled to by law.

Local authorities must work openly and transparently, and their proceedings and printed materials are open to the public, except in certain legally defined circumstances. You should work on this basis, but there will be times when it is required by law that discussions, documents and other information relating to or held by the local authority must be treated in a confidential manner. Examples include personal data relating to individuals or information relating to ongoing negotiations.

5. Disrepute

As a councillor:

5.1 I do not bring my role or local authority into disrepute.

As a Councillor, you are trusted to make decisions on behalf of your community and your actions and behaviour are subject to greater scrutiny than that of ordinary members of the public. You should be aware that your actions might have an adverse impact on you, other councillors and/or your local authority and may lower the public's confidence in you or your local authority's ability to discharge your/its functions. For example, behaviour that is considered dishonest and/or deceitful can bring your local authority into disrepute.

You are able to hold the local authority and fellow councillors to account and are able to constructively challenge and express concern about decisions and processes undertaken by the council whilst continuing to adhere to other aspects of this Code of Conduct.

6. Use of position

As a councillor:

6.1 I do not use, or attempt to use, my position improperly to the advantage or disadvantage of myself or anyone else.

Your position as a member of the local authority provides you with certain opportunities, responsibilities, and privileges, and you make choices all the time that will impact others. However, you should not take advantage of these opportunities to further your own or others' private interests or to disadvantage anyone unfairly.

7. Use of local authority resources and facilities

As a councillor:

7.1 I do not misuse council resources.

7.2 I will, when using the resources of the local authority or authorising their use by others:

- (a) act in accordance with the local authority's requirements; and**
- (b) ensure that such resources are not used for political purposes unless that use could reasonably be regarded as likely to facilitate, or be conducive to, the discharge of the functions of the local authority or of the office to which I have been elected or appointed.**

You may be provided with resources and facilities by the local authority to assist you in carrying out your duties as a councillor.

Examples include:

- office support
- stationery
- equipment such as phones, and computers
- transport
- access and use of local authority buildings and rooms.

These are given to you to help you carry out your role as a councillor more effectively and are not to be used for business or personal gain. They should be used in accordance with the purpose for which they have been provided and the local authority's own policies regarding their use.

8. Complying with the Code of Conduct

As a Councillor:

- 8.1 I undertake Code of Conduct training provided by my local authority.**
- 8.2 I cooperate with any Code of Conduct investigation and/or determination.**
- 8.3 I do not intimidate or attempt to intimidate any person who is likely to be involved with the administration of any investigation or proceedings.**
- 8.4 I comply with any sanction imposed on me following a finding that I have breached the Code of Conduct.**

It is extremely important for you as a councillor to demonstrate high standards, for you to have your actions open to scrutiny and for you not to undermine public trust in the local authority or its governance. If you do not understand or are concerned about the local authority's processes in handling a complaint you should raise this with your Monitoring Officer.

Protecting your reputation and the reputation of the local authority

9. Interests

As a councillor:

- 9.1 I register and disclose my interests.**

Section 29 of the Localism Act 2011 requires the Monitoring Officer to establish and maintain a register of interests of members of the authority.

You need to register your interests so that the public, local authority employees and fellow councillors know which of your interests might give rise to a conflict of interest. The register is a public document that can be consulted when (or before) an issue arises. The register also protects you by allowing you to demonstrate openness and a willingness to be held accountable. You are personally responsible for deciding whether or not you should disclose an interest in a meeting, but it can be helpful for you to know early on if others think that a potential conflict might arise. It is also important that the public know about any interest that might have to be disclosed by you or other councillors when making or taking part in decisions, so that decision making is seen by the public as open and honest. This helps to ensure that public confidence in the integrity of local governance is maintained.

You should note that failure to register or disclose a disclosable pecuniary interest as set out in **Table 1**, is a criminal offence under the Localism Act 2011.

Appendix B sets out the detailed provisions on registering and disclosing interests. If in doubt, you should always seek advice from your Monitoring Officer.

10. Gifts and hospitality

As a councillor:

- 10.1 I do not accept gifts or hospitality, irrespective of estimated value, which could give rise to real or substantive personal gain or a reasonable suspicion of influence on my part to show favour from persons seeking to acquire, develop or do business with the local authority or from persons who may apply to the local authority for any permission, licence or other significant advantage.**
- 10.2 I register with the Monitoring Officer any gift or hospitality with an estimated value of at least £50 within 28 days of its receipt.**
- 10.3 I register with the Monitoring Officer any significant gift or hospitality that I have been offered but have refused to accept.**

In order to protect your position and the reputation of the local authority, you should exercise caution in accepting any gifts or hospitality which are (or which you reasonably believe to be) offered to you because you are a councillor. The presumption should always be not to accept significant gifts or hospitality. However, there may be times when such a refusal may be difficult if it is seen as rudeness in which case you could accept it but must ensure it is publicly registered. However, you do not need to register gifts and hospitality which are not related to your role as a councillor, such as Christmas gifts from your friends and family. It is also important to note that it is appropriate to accept normal expenses and hospitality associated with your duties as a councillor. If you are unsure, do contact your Monitoring Officer for guidance.

Appendices

Appendix A - The Seven Principles of Public Life

The principles are:

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must disclose and resolve any interests and relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Appendix B - Registering interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in “The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012”. You should also register details of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

“Disclosable Pecuniary Interest” means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

"Partner" means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A ‘sensitive interest’ is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a ‘sensitive interest’ you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a ‘sensitive interest’, you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.
5. [Where you have a disclosable pecuniary interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it]

Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to the financial interest or well-being of one of your Other Registerable Interests (as set out in **Table 2**), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a ‘sensitive interest’, you do not have to disclose the nature of the interest.

Disclosure of Non-Registerable Interests

7. Where a matter arises at a meeting which ***directly relates*** to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

8. Where a matter arises at a meeting which ***affects*** -

- (a) your own financial interest or well-being;
- (b) a financial interest or well-being of a relative or close associate; or
- (c) a financial interest or wellbeing of a body included under Other Registrable Interests as set out in **Table 2**

you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied

9. Where a matter (referred to in paragraph 8 above) ***affects*** the financial interest or well-being:

- (a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- (b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

10. [Where you have an Other Registerable Interest or Non-Registerable Interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it]

Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council - (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land and Property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer.
Corporate Tenancies	Any tenancy where (to the councillor's knowledge) - (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.

Subject	Description
Securities	Any beneficial interest in securities* of a body where - (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either – (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registrable Interests

You must register as an Other Registerable Interest: (a) any unpaid directorships (b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority (c) any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management
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A healthy system of democratic leadership and accountability

As councillors for the Borough we understand the special responsibilities we bear. The Council must improve and we are confident that improvement has begun. The Council needs to increase public confidence. As councillors we need to demonstrate we are learning from the past and mindful of the high standards we set for ourselves and that others demand.

Councillors have a number of roles. We need to be accessible and approachable to our ward constituents, whether they voted for us or not, and willing to ensure the Council hears and responds to their needs appropriately. We need to help increase local communities' ability and willingness to pull together and find local solutions to common problems. We need to lead and scrutinise the service delivery of the paid staff. And we want to plan for the future of the Borough and make decisions about the best ways to increase prosperity, ensure wellbeing and provide opportunities.

We believe politics is about debate and sometimes argument. Such debate helps the Council decide what to do and how to do it. We are currently debating how to organise ourselves within the council but however this is determined all councillors have both individual, Group and collective responsibilities. We know that political arithmetic matters. A Party with a majority can expect to win votes if it agrees on a course of action. Minority parties accept this. In return all parties accept they should seek to find common cause where they can whilst disagreeing where they think they must.

We want a reputation as councillors who are credible, responsible and self-critical. As part of this we have come together on a cross-party basis to discuss a new local code, in which we commit to high standards, more specific and detailed than the national code of conduct which binds all councillors. This local code should therefore be read as supplementing that document which already outlaws bullying, requires close attention to conflicts of interest, holds us to keep private matters confidential and commits us to the seven principles of public life.

In many ways this code breaks no new ground. Our councillors live these standards every day. But we recognise that by writing these standards down we show how serious we are about our personal and Group self-discipline.

This is what we want to do:

Be respectful

1. Always remember the importance of those individuals and communities who need the council's services.
2. Ensure our words and actions are free from prejudice and improper discrimination.
3. Get the basics right and be courteous and reliable in all our dealings with the public.
4. Understand the legal requirements on the Council.
5. Always be mindful that we are responsible for other people's money.
6. Be clear with the staff of the council about our ambitions and expectations whilst treating them with respect.
7. Act, dress and carry ourselves in a way that invites others to respect our efforts.

Be imaginative

8. Be energetic and be ambitious; looking ahead to what needs to change.
9. Encourage others to take an interest in the Council.
10. Use evidence of what works elsewhere to improve our decision-making.
11. Advocate for those individuals and communities who need our help.
12. Widen the circle of those contributing to local life.
13. Never be complacent and try to learn from others and be open to new ideas.

Be open-minded

14. Accept if we have got things wrong and try to put things right
15. Commit to personal development to improve our understanding, skills and confidence.
16. Challenge those who fall below the high standards we believe in.
17. Avoid giving personal criticism, whilst being willing to vigorously debate ideas and principles
18. Resist taking offence too easily, recognising that politics requires resilience.
19. Understand our personal accountability and engage with the press and others to explain our work
20. Escalate any individual concerns responsibly, using agreed systems of the Council.

Public Report
Standards and Ethics Committee

Committee Name and Date of Committee Meeting

Standards and Ethics Committee – 11 June 2026

Report Title

Standards and Ethics Committee – Review of Parish and Town Council Members Register of Interests

Is this a Key Decision and has it been included on the Forward Plan?

No

Strategic Director Approving Submission of the Report

N/A

Report Author(s)

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Ward(s) Affected

Borough-Wide

Report Summary

A report setting out the findings of a review of Parish and Town Council members Registers of Interests.

Recommendations

1. That the Committee notes the content of the report and makes recommendations for improvement of the system of publication of Parish and Town Council members Register of Interests
2. That any recommendations made in accordance with Recommendation 1, be communicated to relevant Parish and Town Council clerks.

List of Appendices Included

N/A

Background Papers

None

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Standards and Ethics Committee - Review of Parish and Town Council Members Register of Interests

1. Background

- 1.1 In accordance with the Standards and Ethics Committee Work Plan, a review has been undertaken of Parish and Town Councillor Register of interests. This report presents the findings of the Councillor-level review of Registers of Interests across Rotherham Parish and Town Councils. The purpose of the review was to assess both compliance with the requirements of the Localism Act 2011 and transparency at Councillor level.

2. Key Issues

- 2.1 The review considered Parish and Town council websites and Rotherham Metropolitan Borough Council (RMBC) records. A representative sample of Parish and Town councils were examined at Councillor level to identify gaps in publication and accessibility.
- 2.2 The exercise found that Registers of Interests are held centrally by RMBC for all Councils reviewed and therefore compliance across Parishes and Town Council's as a whole is considered high. However, transparency varies significantly between Councils and in some cases, Councillors are listed without clear links to their Register of Interests.
- 2.3 Frequently occurring issues presented, such as Registers existing but not being consistently linked to individual Councillors and some Parish and Town Council websites rely entirely on RMBC for publication and often information appears fragmented or difficult to access.
- 2.4 Improvements which could be made include all Parish and Town councils should provide direct links from each Councillor to their Register of Interests and a consistent borough-wide format being implemented for publishing registers, although this may be dependent on the website provider for the Parish and Town councils. If this is not possible Parish and Town Councils should be encouraged to ensure that their Registers are easy to locate, clearly labelled and accessible to the public.
- 2.5 As such the review concludes that Parish and Town Council Councilor's Registers of Interests are in place across the borough. However, inconsistencies in publication and accessibility reduce transparency.
- 2.6 Further members of the Committee should be aware that from 29 June 2026, section 65 of the English Devolution and Community Empowerment Act 2026 ('2026 Act') removes the requirement for a local government member's home address to be published in council registers of interest. The newly added section 32A of the Localism Act 2011 requires that councils do not publish

details of a member's home address in public registers of interest unless an individual member explicitly requests it.

- 2.7 To aid transparency, public registers of interest will still state that an interest exists but that the address is withheld under the new section 32A. The exact address details will still need to be declared, remain available internally to councils, and will continue to prevent conflicts of interest. Parish and Town Council clerks have been informed about this change.

3. Options considered and recommended proposal

- 3.1 Options for improving the system and transparency of the publication of Parish and Town Council Register of Interest forms are set out above.

4. Consultation on proposal

- 4.1 N/A

5. Timetable and Accountability for Implementing this Decision

N/A

6. Financial and Procurement Advice and Implications

- 6.1 The officer time in dealing with these complaints is met within existing Legal Services resources.

7. Legal Advice and Implications

- 7.1 The Council and the Standards and Ethics Committee have a statutory duty to promote and maintain high standards of conduct. Pursuant to the Localism Act 2011, s29-32 Parish and Town Council's members interests must maintained and published.

8. Human Resources Advice and Implications

None

9. Implications for Children and Young People and Vulnerable Adults

None

10. Equalities and Human Rights Advice and Implications

None

11. Implications for Partners

None

12. Risks and Mitigation

None

13. Accountable Officer(s)

Bal Nahal, Head of Legal Services

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