

Central Warwickshire Villages LEADER
Local Action Group

Code of Conduct

The Central Warwickshire Villages LEADER Local Action Group (LAG) Members are invited to note and sign the Code of Conduct set out below.

1. General Principles

- i. Members of the LAG should not participate in the discussion or determination of matters in which they have a direct pecuniary interest.
- ii. When an interest is not of a direct pecuniary kind, members should consider whether participation in the discussion or determination of a matter would suggest a real danger of bias. This should be interpreted in the sense that Members might unfairly regard with favour, or disfavour, the case of a party to a matter under consideration. In considering whether a real danger of bias exists in relation to a particular decision, Members should assess whether they, a close family member, a person living in the same household as a LAG Member, or a firm, business or other organisation with which the Member is connected, are likely to be affected more than the generality of those affected by the decision in question. This would cover, for example, a decision to invite tenders for a contract where a firm with which a Member was connected was significantly better placed than others to win it.

2. Code of Conduct

All LAG Members have a responsibility to treat all applicants equally and impartially and must therefore declare whether they, or their organisation, have either a direct or indirect interest in any of the projects to be considered by the LAG. For these purposes, 'interest' is defined as:

- i. The LAG Member, or their organisation, acting as the project sponsor, or applicant.
- ii. Any project which results in the LAG Member, or their organisation, being a beneficiary from that project.

Where the above interests are declared, the LAG Member may take no part in the discussions of the relevant projects, and may be asked to withdraw from the meeting whilst discussions are taking place.

Where a LAG Member, or their organisation, is providing match funding for a project, this fact must also be declared. The Chairman, after taking the views of other members of the LAG, will decide whether the member concerned may take part in the discussion of the project.

A LAG Member shall not use their position as such, directly or indirectly, for personal gain or political purposes.

As a LAG member you will have access to all parts of an application which may contain details which may be considered confidential. Whilst full discussion between LAG members is encouraged, any discussion must be related to the task and in no circumstances should details of the application or the discussion associated with it be revealed to a third party.

Information gained as a member of the LAG, should not be used for personal or business gain.

It is, however, important that applicants receive structured, fair and consistent feedback on their projects. It is therefore proposed that the Programme Staff Team will provide the feedback to the applicants on the basis of comments agreed by the LAG.

3. Attendance

Members of the LAG would normally be expected to attend meetings to provide continuity and consistency to the project approval and commissioning process. The chair may, at their discretion, call members of the LAG to account if they do not attend LAG meetings for more than three meetings in a row without making their apologies to the meeting.

Signed.....

Date.....

Name (in Caps).....

Organisation...(if applicable).....