

## **CITY OF PRINCE RUPERT**

<b>POLICY TITLE:</b>	<b>Ethics &amp; Conduct of Elected Officials</b>	<b>POLICY NO:</b>	
<b>EFFECTIVE DATE:</b>	<b>October 14, 2003</b>	<b>SUPERSEDES:</b>	
<b>APPROVAL:</b>	<b>October 14, 2003</b>	<b>PAGE:</b>	<b>1 of 2</b>

### **POLICY:**

**The proper operation of democratic local government requires that elected officials be independent, impartial, and duly responsible to the people. To this end, it is imperative that:**

- **Government decisions and policy be made through the proper channels of the government structure.**
- **Public office not be used for personal gain.**
- **The public have confidence in the integrity of its government.**

### **PURPOSE:**

Accordingly, it is the purpose of these standards of conduct to establish recommended rules or guidelines for all local government elected officials in the City of Prince Rupert to carry out their duties with impartiality and equality of service to all, recognizing that the basic functions of elected local government officials are, at all times, service to their community and the public.

### **PROCEDURE:**

To further these objectives, certain ethical principles should govern the conduct of all elected local government officials in the City in order that they shall maintain the highest standards of conduct in public office and faithfully discharge the duties of office without fear or favour.

Elected and appointed officials shall:

1. Declare to Council at the first opportunity their interests, or known interests of any close relatives, in any enterprise which proposes to transact business with the City; not vote on the matter; not attempt to influence the vote on the matter; and, should leave the place of the meeting during the discussion and the vote on the subject.
2. Declare to Council at the first opportunity, their interests or the known interest of any close relatives, in any property which is subject to a rezoning proposal, development proposal, subdivision or any permit or other consideration within the City; not vote

- on the matter; not attempt to influence the vote on the matter; and, leave the place of the meeting during the discussion and the vote on the subject.
3. Not use information designated 'confidential' for the personal profit of themselves or any other person.
  4. Not communicate information designated 'confidential' to anyone not entitled to receive same.
  5. Not use their position to secure special privileges, favours, or exemptions for themselves, or any other person.
  6. Avoid any situations that could cause any person to believe that they may have brought bias or partiality to a question before the Council.
  7. For a period of twelve (12) months after leaving office, abide by those ethical standards of conduct listed above, except those related to confidential information which shall apply in perpetuity.

For the purposes of this policy 'close relatives' shall mean 'brother, sister, mother, father, spouse or children'.

Elected and appointed officials shall not assume that any unethical activities not covered by or specifically prohibited by these ethical standards of conduct, or by any legislation, are therefore condoned.

These standards of conduct shall be read and signed by all members of Council and all appointed City staff at each inaugural meeting of Council or immediately after the implementation of the Policy whichever occurs first.