

# Derby City Council – Review of Arrangements for Corporate Governance

## Dimension 5 – Standards of Conduct

Code requirement	Source Documents as per CIPFA / SOLACE	Evidence	Compliance
(a) Formal codes of conduct defining the standards of personal behaviour to which individual members, officers and agents of the authority are required to subscribe and put in place appropriate systems and processes to ensure that they are complied with.	Members/officers code of conduct	Protocol on member/officer relations included in Constitution Handbook.	Full
	Anti fraud and corruption	Draft anti fraud and corruption strategy.  Confidential Reporting Code in place.	Partial
	Complaints procedures	Corporate complaints procedure in place.	Full
	Performance management system	See previous notes on Performance Management	
	Performance appraisal	Corporate Achievement & Development Scheme in place.	Full
(b) Arrangements to ensure that members and employees of the authority are not influenced by prejudice, bias or conflicts of interest in dealing with stakeholders and put in place appropriate processes to ensure that they continue to operate in practice.	Standing orders	Constitution of the Council  Contracts Procedure Rules included in Constitution handbook.	Full
	Codes of conduct	Members Code of Conduct and Officers Code of Conduct sections included in the Constitution handbook.	Full

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	Financial regulations	Financial Procedures Rules included in Constitution Handbook.	Full
(c) Arrangements to ensure that their procedures and operations are designed in conformity with appropriate ethical standards, and to monitor their continuing compliance in practice.	Codes of conduct	Members Code of Conduct and Officers Code of Conduct sections included in the Constitution handbook.  Members and officers (2 <sup>nd</sup> tier & above) – annual declaration of transactions	Full
(d) Arrangements for whistle blowing to which staff and all those contracting with the council have access.	Whistle blowing policy publicising the Audit Commission hotline established under the Public Interest Disclosure Act 1998.	The Council has a Confidential Reporting Code	Full