

Code on gifts and hospitality

- This Code covers any gift, favour or hospitality that is offered or given to you in your capacity as a Member whether you accept it or not. It is not intended to cover the ordinary social relationships which people enjoy with friends, provided that the friend is not applying to the Council for anything, seeking to do business with the Council, or involved in a business relationship with the Council.
- As a Member you must declare in writing to the Assistant Chief Executive – Legal and Democratic within 28 days of being offered or receiving it any gift or hospitality. Your declaration will be recorded in a register which will set out the date of declaration, the date on which you received the hospitality, your name, the nature of the gift or hospitality, and if a gift, what was done with it. The register will be countersigned by the Assistant Chief Executive - Legal and Democratic.
- The Members' Code of Conduct at Appendix 12, Part 2 (1) (a) relates to offers (whether accepted or declined) of gifts over £25. Where an offer is made to a group of Members which in total is the equivalent of £25 or more in respect of each Member, a representative of the Members involved will declare that to the Assistant Chief Executive Legal and Democratic and it will be recorded in the Hospitality Register.
- Members need to be aware that the receipt of a gift or other form of hospitality might be a prejudicial interest and the rules in relation to prejudicial interests in the Code of Conduct would apply.