



# **WEDDIN SHIRE COUNCIL**

**POLICY NUMBER: 15.4.4**

## **STATEMENT OF BUSINESS ETHICS**

**Reviewed: 16 February 2017**

## STATEMENT OF BUSINESS ETHICS (NO. 15.4.3)

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1. **Title:** Statement of Business Ethics
2. **Number:** Policy Number 15.4.4
3. **Purpose:**  
The purpose of this policy is to clearly communicate Council's values to councillors, staff, contractors, consultants, suppliers, tenderers and the community.
4. **Application**  
The policy is for the information and guidance of councillors, staff, contractors, consultants, suppliers, tenderers and the community.

### 5. **Statement of Business Ethics**

#### 5.1 **General**

Weddin Shire Council Councillors and employees are committed and obliged to apply and uphold the following cardinal principles:-

- to respect the inherent dignity of the individual
- to act on the basis of a well informed conscience
- to act in the interest of the community

These principles are encapsulated within and established by the tenets of this policy as detailed below:-

#### 5.2 **Councillors and Employees**

- a) Shall place their responsibility for the welfare, health and safety of the community before their responsibility to sectional or private interest, or to other members.
- b) Shall act with honour, integrity and dignity in order to merit the trust of the community and the Local Government profession.
- c) Shall act only in areas of their competence and in a careful and diligent manner.
- d) Shall act with honesty, good faith and equity and without discrimination towards all in the community.
- e) Shall apply their skill and knowledge in the interest of Weddin Shire Council for whom they shall act with integrity without compromising any other obligation to these tenets.
- f) Shall, where relevant, take reasonable steps to inform themselves, ratepayers and employer, of the social, environmental, economic and other possible consequences which may arise from their actions.
- g) Shall express opinions, make statements or give evidence with fairness and honesty and only on the basis of adequate knowledge.
- h) Shall continue to develop relevant knowledge, skill and expertise throughout their careers and shall actively assist and encourage those with whom they are associated, to do likewise.
- i) Shall not assist in or induce a breach of these tenets and shall support those who seek to uphold them if called upon or in a position to do so.
- j) Respect and follow Council's policies and procedures.
- k) Treat all tenderers for the supply of goods and services equitably.
- l) Promote fair and open competition while seeking best value for money.
- m) Protect confidential information.
- n) Respond promptly to reasonable requests for services, advice and information.

**5.3 Contractors, Consultants, tenderers and Suppliers**

- a) Respect the conditions set out in documents supplied by Council.
- b) Respect the obligation of Council staff to abide by Council's procurement policy.
- c) Abstain from collusive practices.
- d) Prevent the unauthorised release of privileged information, including confidential Council information.
- e) Refrain from discussing Council's confidential business dealings with media, except with Council's consent.
- f) Refrain from offering Councillors or Council employees any financial or other inducement which may give an impression of unfair advantage.
- g) Not act fraudulently or secretly.

**6. Review and Amendment**

- This policy shall be reviewed by September 2021 and thereafter at four (4) yearly intervals, to ensure it meets all statutory requirements and the needs of Council.
- This policy may be amended or cancelled by Council at any time without prior notice or obligation.

**7. Adoption**

- This policy commences as from the date of adoption by Council, being 21 August 2008.

**8. History**

<b>Version</b>	<b>Details</b>
15.4.1	Adopted 21 August 2008
15.4.2	Reviewed 18 June 2009
15.4.3	Reviewed 21 February 2013
15.4.4	Reviewed 16 February 2017