

<b>Title</b>	Audit Panel Code of Conduct
<b>Council Resolution</b>	Item 16 (29 October 2018) as per Council Minutes
<b>Responsible Directorate</b>	Corporate Governance
<b>Due for Review</b>	28 October 2022 (4) years from Council Resolution Date
<b>Strategic Plan Reference</b>	Objective 4.1: Govern in the best interests of the community
<b>ECM</b>	Council Policy

## PURPOSE

This code of conduct sets out the standards of behaviour expected of Council's Audit Panel members (members). The standards support the characteristics of good governance outlined in the *Good Governance Guide for Local Government in Tasmania*<sup>1</sup>.

## SCOPE

This policy applies to all members of the Audit Panel.

## STATUTORY REQUIREMENTS

<b>Acts</b>	Not Applicable
<b>Regulations</b>	Not Applicable
<b>Australian/International Standards</b>	Not Applicable

## POLICY STATEMENT

As an independent source of scrutiny in the interests of the community, the Audit Panel provides checks and balances on key Council activities and a means of highlighting issues that require strategic attention.

Aldermen who are members of the Audit Panel are in a unique position and have an obligation to maintain an Audit Panel perspective in the interests of the community when they discharge their duties as Panel members, i.e., they must display independence of mind, separate from their role as an Alderman.

In performing their role on the Audit Panel, and in acting in the best interests of the community, all members of the Audit Panel commit to the following standards.

### Effective management of conflicts of interest

Members avoid conflicts of interest that arise between their personal interests and their public duty as an Audit Panel member, as far as reasonably possible. This includes pecuniary and non-pecuniary conflicts of interest (actual, potential or perceived). Where avoidance is **not** possible, members appropriately manage conflicts of interest. Members are responsible for acting in good faith and exercising reasonable judgment to manage conflicts of interest, including the offer or receipt of gifts and benefits.

<sup>1</sup> Good Governance Guide for Local Government in Tasmania: ([www.dpac.tas.gov.au/divisions/local\\_government](http://www.dpac.tas.gov.au/divisions/local_government))

Council members may at times deal with conflicts of interest as a consequence of their dual roles as an audit panel member and an Alderman. This may present as a conflict between the interests of the community (as seen from the Audit Panel perspective).

All members will regularly provide advice of their actual, potential and perceived conflicts to the Audit Panel.

### **Proper use of Council information**

Members maintain the confidentiality of any information, documents and communication that the Council or panel has designated as being in confidence. Members only access Council information needed for them to perform their role as a panel member and not for personal interests or reasons.

### **Proper use of position**

Members perform their role in the best interests of Council and the community. Members operate within the intended scope of the Audit Panel (as outlined in the Audit Panel Charter) and adhere to relevant Council policies and procedures.

### **Appropriate interactions**

Members act ethically and treat all persons with fairness and respect. Members conduct themselves in a way that positively represents the Audit Panel, and is in the best interests of Council and the community. Members interact appropriately with fellow members, councillors, Council staff and the community, and give full respect and consideration of to all relevant information known to them. Members should **not** interact directly with Council staff without the prior approval of the Audit Panel and the General Manager.

## **BACKGROUND**

Under the *Local Government Audit Panels: A Practice Guide (March 2018)* (as published by the Local Government Division- Department of Premier and Cabinet), a model Audit Panel Code of Conduct has been drafted for consideration by councils. This Code of Conduct is consistent with that model.