



Wrexham City Board Code of Conduct, Confidentiality and Complaints v2

1. Conduct

Wrexham City Board members are expected to adhere to the Seven Principles of Public Life, known as the Nolan Principles, [as defined by the Committee for Standard in Public Life:](#)

Selflessness - Holders of public office should act solely in terms of the public interest.

Integrity - Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

Objectivity - Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability - Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness - Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty - Holders of public office should be truthful.

Leadership - Holders of public office should exhibit these principles in their own behaviour and treat others with respect. They should actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.

2. Confidentiality

During the course of its work, the Wrexham City Board may be provided with information which it ought to consider as confidential and/or exempt, for example, reports containing personal or commercially sensitive information. This information may be provided by a board member, Council officer or a third party. It may include information whose disclosure could prejudice the commercial interests of any person, property rights, know-how of any person or personnel and sensitive personal data under the Data Protection Act 1998.

Every member of the Wrexham City Board will:

- Treat all confidential/exempt information as confidential and safeguard it accordingly.

- Not disclose any confidential / exempt information to any other person without the prior written consent of the Chairperson, except to such persons and to such extent as may be necessary to achieve the Wrexham City Board's objectives.

Confidential information is defined as per the Local Government Act 1972.

3. Complaints

If an individual is dissatisfied with the procedures and arrangement in place for the Board, they should raise their concern with a member of the Secretariat.

If an individual is dissatisfied with the Wrexham City Board or a board member's conduct, the individual should make a formal complaint to the Wrexham City Board's Chairperson in writing. They should detail the nature of the complaint, which will be investigated in line with [Wrexham County Borough Council's complaints procedure](#).