

This document explains the standard of conduct expected from Saltney Town Councillors in dealing with each other and employees. It should be read in conjunction with the Members' Code of Conduct. It adds to that document and does not detract from it.

In each case behaviour under the Saltney Standard will be judged objectively. That is to say, it will be judged based on what a reasonable person knowing all the facts would conclude from observing the behaviour.

Freedom of speech, particularly political expression is important within a democratic society. In exercising the right to free speech and when acting on Council business, the following standards are expected of Saltney Town Council members:-

Public behaviour:

- Show respect to each other and employees
- Do not make personal or abusive comments about each other or employees
- Do not accuse each other or employees of lying or falsifying facts or documents
- Do not make malicious allegations against each other or employees
- Do not publish or spread any false information about each other or employees
- Show respect to diversity and equality
- Do not accuse or imply that employees are acting from political motives

Behaviour in Council and Committee meetings:

- Behave with dignity in meetings
- Show respect to and obey decisions of the Mayor
- Make points based on the issue under discussion not personal remarks about others
- Allow others to speak without interruption or heckling and do not speak over others
- Do not use indecent language nor make discriminatory remarks or remarks which prejudice any section of society

Confidentiality:

- Keep the confidentiality of any documents or meetings which are not public.
- Do not release confidential information to the press or the public.
- Return or securely destroy confidential papers.
- Do not use confidential information for purposes other than intended.

Dealings with Employees

- Treat all employees with respect and courtesy
- Raise any concerns about an employee's conduct via the agreed process rather than in council/committee meetings
- Councillors make decisions via council and committee meetings which are then implemented by employees. Councillors should not seek to nor purport to act on behalf of Saltney Town Council
- When corresponding or emailing with employees permit them 2 working days to respond (noting that some days may be non-working days based on their contracted work patterns)

- Do not over challenge the clerk's advice and if a second opinion is needed an employee should seek it and report back