

Late Agenda

Ordinary Meeting

Notice is hereby given that a Ordinary Meeting of Council will be held at Council Chambers, 1 Belgrave Street, Manly, on:

Monday 13 October 2014

Commencing at 7.30pm for the purpose of considering items included on the Agenda.

Persons in the gallery are advised that the proceedings of the meeting are being taped for the purpose of ensuring the accuracy of the Minutes. However, under the Local Government Act 1993, no other tape recording is permitted without the authority of the Council or Committee. Tape recording includes a video camera and any electronic device capable of recording speech.

Copies of business papers are available at the Customer Service Counters at Manly Council, Manly Library and Seaforth Library and are available on Council's website:

www.manly.nsw.gov.au



TO: Ordinary Meeting - 13 October 2014
REPORT: Mayoral Minute Report No. 9
SUBJECT: Standard of Conduct
FILE NO: MC/14/123246

Report

As everyone is aware, Councillors and staff are legally obligated to comply with the requirements of the *Code of Conduct* (Code) to maintain the integrity and security of confidential documents and information in their possession.

A breach of confidentiality is a breach of the Code.

In addition to the general obligations relating to the use of Council information, 7.10 of the Code specifically requires Councillors and staff to:

- protect confidential information.
- only release confidential information if you have authority to do so.
- only use confidential information for the purpose it is intended to be used.
- not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person.
- not use confidential information with the intention to cause harm or detriment to your Council or any other person or body.
- not disclose any information discussed during a confidential session of a Council meeting.

In light of recent publications that speculated on commercial information from a confidential session of a meeting of Council, it is timely for me to remind everyone of their obligation to comply with the confidentiality requirements of the Code and that a breach of confidentiality is not only a breach of the Code but also a breach of the common law fiduciary duty owed to the entities involved.

I MOVE THAT:

1. Refresher Code of Conduct training be organised for Councillors and staff, and
2. The General Manager be requested to assess matters raised in my Mayoral Minute.

ATTACHMENTS

There are no attachments for this report.

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***** End of Mayoral Minute Report No. 9 ***** .