

**SOUTH WEST COMPETITIVENESS AND EMPLOYMENT
PROGRAMME
EUROPEAN REGIONAL DEVELOPMENT FUND
LOCAL MANAGEMENT COMMITTEE
CODE OF CONDUCT**

Local Management Committee Members are required to note and sign the 'Code of Conduct' set out below and return to the Secretariat before participating in a Local Management Committee meeting.

1. General Principles

- Members of public bodies should not participate in the discussion or determination of matters in which they have a direct pecuniary interest.
- When an interest is not of a direct pecuniary kind, members should consider whether participation in the discussion or determination of a matter would suggest a real danger of bias. This should be interpreted in the sense that members might unfairly regard with favour, or disfavour, the case of a party to a matter under consideration. In considering whether a real danger of bias exists in relation to a particular decision, members should assess whether they, a close family member, a person living in the same household as the Local Management Committee member, or a firm, business or other organisation with which the member is connected is likely to be affected more than the generality of those affected by the decision in question. This would cover, for example, a decision to invite tenders for a contract where a firm with which a member was connected was significantly better placed than others to win it.

2. Code of Conduct

All Local Management Committee members have a responsibility to treat all applicants equally and impartially and must therefore declare whether they, or their organisation has either a direct or indirect interest in any of the projects to be considered by the Committee. For these purposes, 'interest' is defined as:

- The Local Management Committee Member, or their organisation, acting as the project sponsor, or applicant.

- Any project which results in the Local Management Committee Member, or their organisation, being a beneficiary from that project.

Where the above interests are declared, the Local Management Committee Member may take no part in the discussions of the relevant projects, and may be asked to withdraw from the meeting whilst discussions are taking place.

Where a Local Management Committee Member, or their organisation, is providing match funding for a project, this fact must also be declared. The Chair, after taking the views of other members of the Group, will decide whether the member concerned may take part in the discussion of the project.

A Local Management Committee Member shall not use their position as such, directly or indirectly, for personal gain or political purposes.

3. Attendance

LMC members are expected to make every effort to attend meetings, and the Secretariat will contact members who have failed to attend three consecutive meetings with a view to finding an alternative member.

4. Confidentiality

All recommendations of the LMC are considered to be collective decisions and no individual member of the Committee will be expected to declare or justify any views made during the meeting to wider interests outside the meeting.

Recommendations of the LMC in relation to individual investments remain confidential until such time as the Secretariat informs members that a formal decision has been made.

I confirm that I have read the Code of Conduct and will abide by its principles and provisions.

Signed.....

Date.....

Name (in Caps).....

Organisation.....