

Code of Conduct – City of Westminster Pension Board

The role of the members of the City of Westminster Pension Board requires the highest standards of conduct. Therefore all Pension Board members are expected in act in accordance with this Code of Conduct.

In performing their role, Board members should apply the “Seven principles of public life” in all their dealings. They are:

SELFLESSNESS: Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

INTEGRITY: Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

OBJECTIVITY: In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

ACCOUNTABILITY: Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

OPENNESS: Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

HONESTY: Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

LEADERSHIP: Holders of public office should promote and support these principles by leadership and example.

In addition members of the City of Westminster Pension Board should also apply the following standards of conduct when undertaking their role. Pension Board members should:

- Recognise that they have a responsibility to represent scheme employers or scheme members in the Fund as applicable to their appointment.
- Work constructively with fellow board members, officers, councillors, advisers and organisations which provide services to the Pension Fund.

- Listen to the interests of all parties, including relevant advice from statutory and other professional officers, taking all relevant information into consideration, remaining objective in making recommendations.
- Contribute to making the Board's governance processes as open and transparent as possible to enable all stakeholders to be as informed as possible, but restricting access to information when the wider public interest or the law requires it.
- Behave in accordance with all legal obligations, alongside any requirements contained within the Pension Board and Pension Fund's policies, protocols and procedures, including on the use of the Pension Fund's resources.
- Value fellow Board members, officers and advisers engaging with them in an appropriate manner and one that underpins the mutual respect that is essential to good local government.
- Comply with the City of Westminster's Information Security Policy and not misusing the Pension Fund's resources for unacceptable personal use.

In addition to this policy, all Pension Board members who are also councillors are required to adhere to the City of Westminster's Code of Conduct in all aspects of their role as Pension Board members.