



City of Richmond

Schedule 2 to the Minutes of the General Purposes Committee meeting of Richmond City Council held on Monday, September 17, 2018.

TO: MAYOR & EACH COUNCILLOR
FROM: CITY CLERK'S OFFICE

Memorandum Administration

To: Mayor and Councillors **Date:** September 17, 2018
From: Jason Kita **File:** 01-0103-01/2018-Vol 01
 Director, Corporate Programs Management Group
Re: Council Code of Conduct

This memo is in response to the discussion that took place at the Council Meeting on September 10, 2018 regarding the Local Government Management Association of British Columbia's code of conduct. Staff were directed to examine the implementation of a code of ethics for members of Richmond City Council similar to the LGMA code of conduct and report back at the next General Purposes Committee meeting.

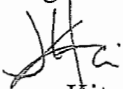
The Union of BC Municipalities (UBCM), the Province of British Columbia (Ministry of Municipal Affairs and Housing), and the LGMA formed a *Working Group on Responsible Conduct*. The Group was created to undertake collaborative research and policy work around issues of responsible conduct of local government elected officials. The Group produced a model Code of Conduct for local government councils that establishes a set of principles and general standards of conduct. At the recent UBCM Convention on September 12, 2018, a clinic was held outlining how this model Code of Conduct can be effectively used by local government councils. The model Code of Conduct was distributed to Mayor and Councillors in a memo titled "Conflict of Interest Policies for Councillors: survey" dated September 7, 2018 from the City Solicitor.

Staff have reviewed the Code of Conduct model and recommend the following:

1. That staff use the model Code of Conduct created by the Working Group on Responsible Conduct as a base to create a draft Code of Conduct for Richmond City Council.
2. That a Code of Conduct for Richmond City Council be considered using the Working Group's Code of Conduct as a base or any other model, following the Inaugural Council Meeting scheduled for November 5, 2018.

It is important to note that the Code of Conduct, once approved, should be applicable to the Council that approves it (subject to any changes the approving Council may wish to make to it) and any future Council will need to adopt their own Code of Conduct.

If Council prefers a different Code of Conduct or changes to the Code of Conduct presented at the Inaugural Council Meeting, Council can direct staff to make the necessary changes.


 Jason Kita
 Director, Corporate Programs Management Group

Pc. SMT

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