

# Briefing Note

## The Civility & Respect Pledge

### 1.0 Background

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

The Cornwall Association of Local Council (CALC), The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By our council signing up to the civility and respect pledge, it is demonstrating that it commits to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

### 2.0 The Statement

Councillors are asked to vote to adopt the following statements and to embed them in their working practices at all levels.

Statement
Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.
Our council will put in place a training programme for councillors and staff
Our council has signed up to Code of Conduct for councillors
Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy (Grievance Policy)
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.
Our council will commit to calling out bullying and harassment when if and when it happens.
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.

Author: John Hesketh, Parish Clerk

Date: July 2024

Source: SLCC



# Civility & Respect

IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS

**This is to certify that**  
**St Keyne & Trewidland Parish Council**  
**has signed up to the Civility & Respect Pledge**

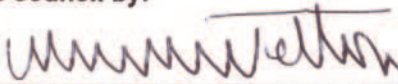
St Keyne & Trewidland Parish Council believes now is the time to put Civility and Respect at the Top of the Agenda and start a culture change for the local council sector.

Certificate Number 1614

**St Keyne & Trewidland Parish Council will:**

- Treat all councillors, clerk and all employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their role.
- Put in place a training programme for councillors and staff.
- Sign up to Code of Conduct for councillors.
- Have in place good governance arrangements including staff contracts and Dignity at Work Policy.
- Commit to seek professional help at early stages should civility and respect issues arise.
- Commit to calling out bullying and harassment if and when it happens.
- Continue to learn from best practice in the sector and aspire to being a role model / champion council e.g., via Local Council Award Scheme.
- Support the continued lobbying for the change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate.

**Signed on behalf of the council by:**

Chairperson/Mayor:  Date: 11/9/2024