

Board Meeting Paper	
Feb 15 BM 05.0	
Purpose of report	<input type="checkbox"/> Decision ¹ <input checked="" type="checkbox"/> Discussion / debate <input type="checkbox"/> Information only ²
Sensitive Information?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If sensitive, protective marking³	
Date of Meeting	12 February 2015
Agenda Item	5
Report Title	Conduct
Sponsor	Jon Carter
Author(s)	Jon Carter



1. Summary

The board membership codes have not been reviewed for some time. Part A deals with conduct. Some of the most important provisions relate to financial and similar interests, and the new roads remit requires a substantial rewrite of these provisions. The Audit and Risk Assurance Committee considered these provisions in January and were broadly content. A rebranded version is attached.

2. Recommendations or decision required

The board is asked to confirm it is content with this updated Code so that it can form the basis for a discussion with DfT in February / March. Assuming there are no irreconcilable (or indeed substantive) points of difference, **the Code will have effect on the day the Infrastructure Bill receives Royal Assent.**

3. Further details

The management statement with DfT provides thus:

7.5 The Chairman also has an obligation to ensure that: [inter alia]

- there is a code of practice for Board members in place consistent with the Cabinet Office model Code.

In practice, Passenger Focus has always spelt it out a little more clearly and bluntly than the CO model code. The updated version has had the benefit of a Stephen Locke sanity check.

4. Implications – Financial, Risk, Legal, Staffing

There are no major implications arising from this report.

¹If a decision is required, or you are asking for the paper to be formally noted, please set this out in section 2

²If for information only, please make clear in section 1 **why** this information is being provided

³ie **OFFICIAL-SENSITIVE** plus COMMERCIAL / POLICY / MANAGEMENT-STAFF / PERSONAL PROTECT

5. Background information	
Description	Connect Link
Full version of management statement	http://www.passengerfocus.org.uk/about/transparency-and-accountability/publication-scheme/who-we-are-and-what-we-do

6. Equalities screen
<p>Sometimes, an equalities impact assessment (EIA) is required for a given report, proposal or project. To help decide whether an EIA is required, a screen must be undertaken based on the information provided above. The screen seeks answers to four questions which are used to determine impact on the protected characteristics – major, minor or none (default). Please choose the correct impact value and, if major, link it to an explanation below.</p>

The proposal has little no relevance to equality of opportunity or good relations and / or is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.