

Pimlico Neighbourhood Forum

Steering Group Code of Conduct

4 February 2026

Purpose and Scope

This policy sets out the expected behaviour of Members of the Steering Group. Steering Group Members must act in the best interests of Pimlico Neighbourhood Forum and manage actual, potential, or perceived conflicts of interest.

General

Steering Group Members must engage in positive behaviours which support good governance and reflect positively on the Forum.

Steering Group Members understand that they have a visible role, and their conduct outside of formal Forum business may be considered representative of the Forum. Steering Group Members must take care to engage in positive conduct at all times.

If a Steering Group Member is accused of or found to have been engaged in detrimental actions or displayed poor behaviour, the matter will be referred to the Chair of the Steering Group.

Meetings

At meetings of the Steering Group, Members are expected to;

- Declare any actual, potential or perceived conflicts of interest in relation to matters to be discussed at each meeting.
- Speak calmly and respectfully, understanding that others may not share their point of view,
- Engage constructively in discussion to further conversations,
- Seek to reach agreement or consensus with fellow decision-makers,
- Represent the decisions made by the Steering Group accurately, and
- Ensure confidential matters remain confidential.

Conflicts of interest

When accepting appointment to the Steering Group each Member must consider if any actual, potential or perceived conflicts of interest arise from their private or business interests or by virtue of any other roles they hold. Each Member must consider, with advice from the Steering Group Chair and/or Treasurer, how these should best be managed. The Steering Group, excluding the Member concerned, shall decide how any potential, actual or perceived conflicts of interest are to be managed.

Each Member must ensure that no conflict arises, or could reasonably be perceived to arise, between their Steering Group role and their private interests, financial or otherwise.

Steering Group Members must declare at the start of Steering Group meetings any private financial or non-financial interests of their own, or of close family members, which may, or may be perceived to, conflict with matters to be discussed at that meeting and these must be recorded in the minutes of the meeting. Steering Group Members must remove themselves from the discussion or determination of matters in which the remainder of the Steering Group considers there is a conflict of interest.

It is the responsibility of each Member of the Steering Group to comply with these rules and to ensure that declarations of interest are accurate and up to date.

Review

This code of conduct will be reviewed annually or upon relevant legal changes.