



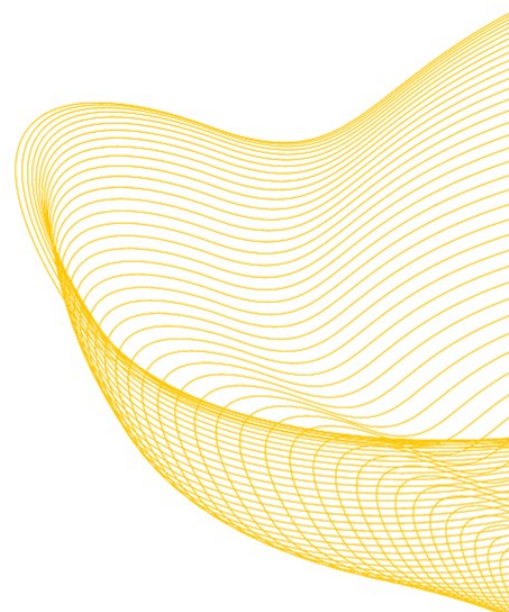
**IRISH
PLANNING
INSTITUTE**

Institiúid Pleanála
Na hÉireann

Bye-Laws of the Irish Planning Institute Code of Ethics & Professional Conduct

Bye-Law No. 1

Adopted by Extraordinary General Meeting, 3rd September 1982, as amended by Annual General Meeting, 18th May 2000 and further amended by Annual General Meeting 27th May 2010, and by Annual General Meeting 7th December 2023



PREAMBLE

The object of the Irish Planning Institute is to advance the art and science of urban, rural and regional planning in Ireland for the benefit of the community. A Member of the Institute is governed by the Constitution, this Code of Conduct and other Bye-laws.

In this Code, the term 'Member' means every Corporate/Fellow Member of the Institute, and also, where appropriate, every Affiliate or other Member and every Student of the Institute.

This code is divided into 2 sections:

1. Obligations to society
2. Obligations clients, colleagues and employers

Enforcement proceedings and disciplinary action are incorporated into a separate Bye-Law (Bye-Law No. 2).

1. Obligations to Society

- 1.1 The primary obligation of planners is to serve the common good. For this reason members shall strive to advance the art and science of urban, rural and regional planning for the benefit of the citizens of the country.
- 1.2 Members, while allowed to act as an advocate for a project, shall always seek to secure the delivery of proper planning and sustainable development, pursue quality place making for people and shall respect diversity in cultures, ecosystems and the built environment.
- 1.3 Members shall aim to foster awareness of the need for proper planning and sustainable development among the general public and support citizen participation in planning.
- 1.4 In undertaking their professional activities, all Members shall not discriminate on the grounds of gender, marital status, family status, age, disability, sexual orientation, race, religion, and membership of the Traveller community and shall seek to promote equality of opportunity.

2. Obligations to clients, colleagues and employers

- 2.1 Members shall conduct themselves in such a manner as to uphold the reputation of the Institute and of the planning profession, and in no way to prejudice their own professional status as persons who provide services related primarily to their professional training and experience with remuneration related strictly to those services in accordance with personal integrity. Without prejudice to the generality of this statement, applicable as a standard of conduct to Members, whether in the public service, private consultancy, academic employment or in whatever capacity engaged as planners, the undermentioned numbered clauses spell out in more detail the requirements of this Code. Any cases of alleged unprofessional conduct which are not specifically covered by those clauses will be dealt with having regard to the particular circumstances of the case. The provisions of this Code shall apply notwithstanding any permission or agreement to the contrary by or with the client or body employing or consulting the Member.
- 2.2 All Members shall conduct themselves in such a manner as not to prejudice their professional status or the reputation of the Institute, failing which the Council may judge a Member guilty of unprofessional conduct and may either reprimand, suspend or expel such Member.

- 2.3 Members must not hold, assume, accept or retain a position in which their interests are in conflict with their professional duty.
- 2.4 Members must not undertake any duties or carry out any instructions of an employer or supervisor which involve making statements purporting to be their own but which are contrary to their bona fide professional opinion, and must not instruct any other Member to do so.
- 2.5. It is the duty of all Members to treat all information of a client as confidential, in as far as they know that such information is confidential, or in as far as they may reasonably assume that this information is confidential. Members must not use for their benefit any knowledge of facts which they obtained only through their position of trust, or through and by their status; nor shall a Member communicate such knowledge to a third party. Members have the duty to see to it, in as far as is within their power, that colleagues do not misuse such information either.
- 2.6. Members must not undertake any work which gives rise to any conflict of interest between clients (including public clients), unless otherwise agreed by the parties. Members must declare all such interest to their clients.
- 2.7 Members who have undertaken planning work on behalf of a client must not, until that engagement has been terminated, undertake work for or on behalf of any other client if by doing so the interests of either client would be in any way prejudiced or the Member's ability to act in the interests of either client would be in any way impaired.
- 2.8 Members in private practice on being approached to undertake professional work upon which to their knowledge another Member is, or was previously employed, shall notify the fact to such Member prior to appointment and shall seek to establish in so far as is reasonably practicable that no undisputed fees are outstanding to the other Member in respect of such work.
- 2.9 Members, whether in private practice or otherwise, shall not act in a professional capacity for a public body without notifying, as a matter of courtesy, the chief or most senior planner in that body.
- 2.10 It is the duty of Members, who advertise their planning activities or allows these to be advertised, to see it that such advertisements are not misleading to the public nor detrimental to the dignity of the profession and the reputation of the Institute. Such Members should ensure they carry appropriate insurance against claims for breach of professional duty, if appropriate.
- 2.11 Members exercising their right as ordinary citizens to make public their personal views on any matter shall do so in such a manner as to avoid giving the impression to any person reading or hearing those views that they comprise or form part of a statement made by or on behalf of the Institute.
- 2.12 No Members shall claim as their own, or suppress, work carried out and recommendations made by any other Member of the Institute. Nor shall Members alter work done by another Member in such a way as to distort the latter's professional opinion.
- 2.13 All members shall take reasonable steps to maintain their professional competence throughout their working lives and shall engage and encourage other members to engage

with the Institute's Continuing Professional Development programmes while complying with any supplementary requirements on compulsory continuing professional development set by the Institute.

- 2.14 Members shall endeavour to mentor new members of the profession whenever possible.