

Ethics in Planning

Are your ethics in Jeopardy?

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Instructions for using this template.

- Remember this is Jeopardy, so where I have written “Answer” this is the prompt the students will see, and where I have “Question” should be the student’s response.
- To enter your questions and answers, click once on the text on the slide, then highlight and just type over what’s there to replace it. If you hit Delete or Backspace, it sometimes makes the text box disappear.
- When clicking on the slide to move to the next appropriate slide, be sure you see the hand, not the arrow. *(If you put your cursor over a text box, it will be an arrow and WILL NOT take you to the right location.)*

Are your ethics in Jeopardy?

Part 2 The "Ethics" Jeopardy Game Show

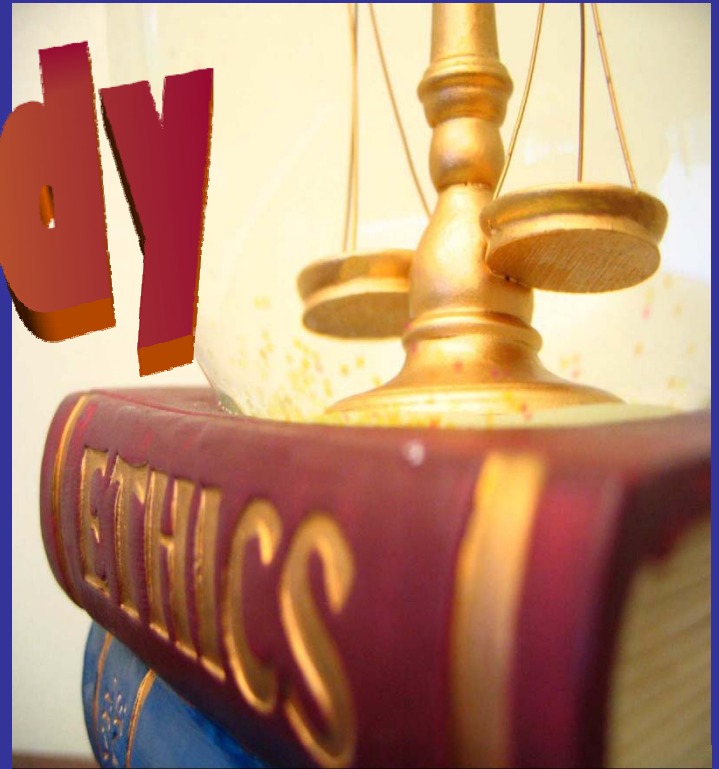
Thank you to Orlando Metro Section APA Florida Chapter for creating and sharing this event format with planners across the state.



CM | 1.5 | Ethics



AICP Jeopardy!



Choose a category.

You will be given the answer.

You must give the correct
question.

[Click to begin.](#)

Choose a point value.

Choose a point value.

[Click here for
Final Jeopardy](#)

Answer 10 pt
Principles We Aspire

**We shall always be conscious
of the rights of others**

Question 10 Pts
Principles We Aspire

**What is
our Responsibility to the
Public**

Answer 20 pts
Principles We Aspire

We shall exercise independent professional judgment on behalf of our clients and employers.

Question 20 pt
Principles We Aspire

**What is Our Responsibility to
Our Clients and Employers**

Answer 30 pts
Principles we Aspire

We shall contribute time and resources to the professional development of students, interns, beginning professionals, and other colleagues.

Question 30 Pts
Principles We Aspire

**What is Our Responsibility to
Our Profession and Colleagues**

Answer 40 Pts
Principles We Aspire

**We shall promote excellence of design
and endeavor to conserve and preserve
the integrity and heritage of the natural
and built environment**

Question 40 pts
Principles We Aspire

**What is our Responsibility
to the Public**

Answer 50 pts
Principles We Aspire

**We shall educate the public about
planning issues and their
relevance to our everyday lives.**

Question 50 pts
Principles We Aspire

**Responsibility to Our
Profession and Colleagues**

Answer 10 pts
**Consistent with the Rules of
Conduct?**

**Municipal Planner
moonlighting with a local
Real Estate Developer**

Question 10 pts

Rules of Conduct

**What is NOT consistent with
the Rules of Conduct**

We shall not, as public officials or employees; accept from anyone other than our public employer any compensation, commission, rebate, or other advantage that may be perceived as related to our public office or employment.

Answer 20 pts
Consistent with the
Rules of Conduct?

**Municipal Planner requesting
written permission from their
employer to accept outside
employment**

Question 20 pts

Rules of Conduct

What is CONSISTENT with the Rules of Conduct

We shall not, as salaried employees, undertake other employment in planning or a related profession, whether or not for pay, without having made full written disclosure to the employer who furnishes our salary and having received subsequent written permission to undertake additional employment

Answer 30 pts
Consistent with the
Rules of Conduct?

**Consultant inviting staff
reviewer out for dinner and
drinks to discuss their
recent zoning submittal**

Question 30 pts
Rules of Conduct

**What is NOT consistent with
the Rules of Conduct**

**We shall not engage in private discussions
with decision makers in the planning process
in any manner prohibited by law or by agency
rules, procedures, or custom.**

Answer 40 pts
Consistent with the
Rules of Conduct?

**Missing a submittal deadline for
some pro bono work you are doing
for the a local non profit affordable
housing group**

Question 40 pts

Rules of Conduct

What is NOT Consistent with the Rules of Conduct

We shall not accept work for a fee, or pro bono, that we know cannot be performed with the promptness required by the prospective client, or that is required by the circumstances of the assignment.

Answer 50 pts
Consistent with the
Rules of Conduct?

**Having more than one (1)
project in the same area,
representing opposing
clients / entities.**

Question 50 pts

Rules of Conduct

What MAY be Consistent with the Rules of Conduct

We shall not accept an assignment from a client or employer to publicly advocate a position on a planning issue that is indistinguishably adverse to a position we publicly advocated for a previous client or employer within the past three years unless

- (1) we determine in good faith after consultation with other qualified professionals that our change of position will not cause present detriment to our previous client or employer, and
- (2) we make full written disclosure of the conflict to our current client or employer and receive written permission to proceed with the assignment.

Is this Ethical - 10 pts

Public Sector Planning

An AICP planner working in the Long Range Planning Section of the local City Planning Office revises her resume to include site plan review skills even though she's never actually formally reviewed any plans in her current position, but her current position does include review of surveys and legal descriptions.

Is this ethical?

Answer 10 pts
Public Sector Planning

This is NOT Ethical

Unless the planner had real experience doing site plan reviews in her prior employment.

Rule 12. We shall not misstate our education, experience, training, or any other facts which are relevant to our professional qualifications.

Question 20 pts

Public Sector Planning

The owner of a restaurant contacted the Planning Director at her office and invited his long-time friend to lunch. At lunch he asked the director to allow sidewalk table service for his business, which is currently prohibited by ordinance, arguing that this would help revitalize the downtown.

How should the director respond?

Answer 20 pts
Public Sector Planning

Tell him that sidewalk service is not currently allowed, and then outline the process to seek an ordinance amendment.

Question - 30 pts

Public Sector Planning

You are a AICP planner for a Little City and you have an old friend who runs a planning consulting firm in the same city. Your friend submits a competitive proposal to work as a consultant for your department to you on Friday and while in your office, asks you to be her guest for dinner at a very fancy restaurant on Saturday evening.

What should you do if you actually have no influence about awarding the contract?

Answer - 30 pts
Public Sector Planning

You should DECLINE Dinner.

You should worry about the appearance of a conflict of interest, even if the invitation for dinner is not intended to enhance your friend's chances of being awarded the contract (Rules of Conduct 5, 8, 19). Because you have no influence about the decision to award the contract, which would include having no professional contact with the decision-makers, you might have dinner with your friend, but it might be safer to postpone the dinner until after the contract has been awarded.

Question - 40 pts

Public Sector Planning

The city's planning director resigned his position to pursue a career with a small consulting firm. Fed up with one of the planning board's members, a recalcitrant obstructionist, he ran against her in the next public election for the planning board. He beat her decisively.

Does this Violate the Code of Ethics?

Answer - 40 pts
Public Sector Planning

Does NOT violate the AICP Code of Ethics and Professional Conduct

The Code does not preclude a former public-sector planner from running for elected office.

Question 50 pts

Public Sector Planning

As the senior planner in the town's planning department, James argued successfully against any further nonresidential development within the town's recharge areas to its public wellfields. Five years later, as a consultant to a national shopping mall developer, James is aggressively pursuing a rezoning of 1,000 acres of land within the town's public water supply recharge areas.

Is this Acceptable?

Answer 50 pts
Public Sector Planning to Consulting...

ACCEPTABLE

While James may be a hypocrite, a switch in his position does not violate the AICP Code.

Rules of Conduct only require that we shall not publicly advocate a position on a planning issue that is indistinguishably adverse to a position we publicly advocated for a previous client or employer within the past three (3) years unless

Question 10 pts

Consulting

An AICP Certified Planning Consultant is concerned about an ethical situation in a local jurisdiction that she provides contract consulting services.

Who can she contact to seek informal advice on the ethical situation?

Answer - 10 pts
Consulting

**Ethics Officer will provide
informal advice.**

Question 20 pts
Consulting

**Is the informal advice from the
Ethic Officer to a Planning
Consultant binding upon the
AICP Planner?**

Answer 20 pts

Consulting

No, but informal advice from the Ethics Officer will be considered in the event a charge of misconduct is later filed concerning the conduct in question

Is this Ethical? - 30 pts

Consulting

A planning consultant has run out of time in preparing a planning submittal with a deadline for tomorrow. He copies data from another planners report to supplement the submittal for his client. **Is this ethical?**

Answer - 30 pts

Consulting

NOT ETHICAL - Rule 1. We shall not deliberately or with reckless indifference fail to provide adequate, timely, clear and accurate information on planning issues.

Rule 10. We shall neither deliberately, nor with reckless indifference, misrepresent the qualifications, views and findings of other professionals.

Rule 15. We shall not accept work beyond our professional competence unless the client or employer understands and agrees that such work will be performed by another professional competent to perform the work and acceptable to the client or employer.

Question - 40 pts

Consulting

An AICP Certified county planner leaves the public sector to become a consultant. How long should she wait before representing a private client in any action before the county she may have influenced before leaving public employment?

Answer - 40 pts

Consulting

A certified planner is to not "accept an assignment from a client or employer to publicly advocate a position on a planning issue that is indistinguishably adverse to a position we publicly advocated for a previous client or employer within the past **three (3) years** unless (1) we determine in good faith after consultation with other qualified professionals that our change of position will not cause present detriment to our previous client or employer, and (2) we make full written disclosure of the conflict to our current client or employer and receive written permission to proceed with the assignment."

Question - 50 pts

Consulting

A consulting planner offers to prepare an appeal of a zoning board of appeals denial of her client's variance request. The planner is not licensed to practice law.

Does this violate the code of ethics?

Answer - 50 pts

Consulting

POSSIBLY violates the Code of Ethics

The AICPA Code prohibits planners from performing work beyond their professional competence; in this case, practicing law. However, the consultant is merely offering to help prepare the appeal, not file it or attempt to argue before the court.

Question - 10 pts

Who is the AICPA Ethics Officer?

Answer - 10 pts
Procedures

Executive Director of APA/AICP
Who's name is????

Paul Farmer, FAICP

Question - 20 pts

Procedures

Communications from the Executive Director/Ethics Officer regarding specific informal ethical situations will be in what form of communication?

Answer - 20 pts

Procedures

Informal advice given over the PHONE.

Informal advice is not given in writing and is not binding on AICP, but the AICP Ethics Committee shall take it into consideration in the event a charge of misconduct is later filed against us concerning the conduct in question.

Question - 30 pts

Procedures

The Ethics Officer will typically respond to requests for informal advise within _____ calendar days.

Answer - 30 pts

Procedures

If we ask the Ethics Officer for informal advice and do not receive a response within **21 calendar days** of our request, we should notify the Chair of the Ethics Committee that we are awaiting a response.

Question 40 pts

Procedures

Communications from the Executive Director/Ethics Officer regarding specific formal advice on ethical situations will be in what form of communication?

Answer - 40 pts

Procedures

The advice will be issued to us **in writing** signed by the Ethics Officer. Only the Ethics Officer is authorized to give formal advice on the propriety of a planner's proposed conduct. Formal advice is binding on AICP and any of us who can demonstrate that we followed such advice shall have a defense to any charge of misconduct.

Question - 50 pts

Procedures

Who may file a charge of miss conduct against an AICP Certified Planner?

Answer - 50 pts

Procedures

ANYONE

Any person, whether or not an AICP member, may file a charge of misconduct against a Certified Planner.

Question – 10 pts

Procedures

Where would someone file a charge of misconduct against an AICP Planner?

Answer 10 pts
Procedures

AICP Ethics Officer

**A charge of misconduct shall be made
in a letter sent to the AICP Ethics
Officer.**

Question 20 pts

Procedures

Charges of misconduct can or cannot be filed anonymously?

Answer 20 pts

Procedures

Charges of misconduct
CAN be filed anonymously

Question 30 pts

Procedures

Who decides if an AICP planner has violated the Code?

Question 30 pts

Procedures

AICP Ethics Committee

The Ethics Committee (including the Hearing Official member of the Committee) shall resolve the ethics matter by reviewing the documentation that sets out the facts that were not in dispute, any fact findings that were required to be made by a Hearing Official, and any arguments submitted to it by the Respondent and the Ethics Officer.

Question 40 pts

Procedures

Who is the Hearing Official in a formal Ethic Hearing?

Answer 40 pts

Procedures

If the Ethics Officer notifies the Ethics Committee that material facts are in dispute or if the Ethics Committee, on its own, finds that to be the case, the Chair of the Ethics Committee shall designate a "**Hearing Official**" from among the membership of the Committee.

True or False 50 pts

Procedures

After issuance of a Complaint by the Ethics Officer, a settlement can be negotiated solely between the Ethics Officer and the Respondent, subject to the approval of the Ethics Committee without input from an identified Charging Party.

True or False?

Answer 50 pts

TRUE

Final Jeopardy

Make your wager

Final Question

**Who should follow the
AICP Code of Ethics &
Professional Conduct?**

Final Answer

EVERYONE IN THIS ROOM

Plus anyone working in the field of planning, but only AICP Certified Planners may receive a charge of misconduct for

not following the Code of Ethics



- Learn It
- Live It
- Share It