

	
<b>Joint Standards Committee</b>	<b>4 September 2019</b>
<b>Report of the Interim Monitoring Officer</b>	

## **Review of the Procedures for dealing with Councillor Code of Conduct Complaints**

### **Summary:**

1. This report provides the new members of the Joint Standards Committee with information regarding the review of the procedures for dealing with Councillor Code of Conduct Complaints undertaken by the previous Joint Standards Committee in November 2018.

### **Background:**

2. At the meeting of the Joint Standards Committee on 21 November 2018 the members undertook a review of the procedures for dealing with Councillor Code of Conduct Complaints. Attached as Appendix 1 is the report and supporting documents considered by the Joint Standards Committee at that meeting.
3. At the meeting members resolved:
  - (i) That the amended Complaints Procedure at Annex 1 be approved and adopted, subject to the following additional amendments to the text on page 5 (p.17 of the agenda papers):

Remove the reference to “ *his* powers” in the last sentence under the heading “Will your complaint be investigated.”

Re-word the first part of the last paragraph under the heading “How is the investigation conducted” to read as follows:

*“Investigations will be completed within three months of the investigator being instructed. If there are good reasons why this is not possible...”*

- (ii) That the complaints flow chart at Annex 2 be approved and adopted, subject to the council’s Communications team being asked to improve the design of the chart and make it clearer.
  - (iii) That the Independent Persons’ Protocol at Annex 3 be approved and adopted.
  - (iv) That the Code of Conduct be brought back to the committee for approval and recommendation to Council at a later meeting, once the current ongoing complaints hearings have been concluded.
4. The original documents have been attached to this report so the new Joint Standards Committee members can have the opportunity to review the recommendations to amend in the context of the documents produced.

## **Recommendations:**

5. Members are recommended to:
- 5.1 Consider the report , documents and recommendations of the Joint Standards Committee on 21 November 2018 meeting and confirm if any further amendments to the documents are required.
  - 5.2 Recommend the Procedures for Dealing with Councillor Code of Conduct Complaints to Council at the meeting on 31 October 2019.

**Reason:**

To ensure that the procedures adopted by Council for dealing with complaints concerning the conduct of elected members are compliant with the legal requirements and fit for purpose.

**Wards Affected: All****Author:**

Suzan Harrington  
Interim Assistant Director  
Legal and Governance.

Tel No. 01904 554587

**Annexes**

Appendix 1 Report and annexes to Joint Standards Committee on 21 November 2018.