Appendix 1: Code of Conduct for Members - complaints and investigation monitoring information

Reference number	Date received by Monitoring Officer	Complainant	Elected/Co-opted Member(s)	Nature of Complaint and potential breach(es) of the Code of Conduct	Date and outcome of consultation with IP	Date investigation commenced and investigation status	Hearing and out-come	Current status	Follow up
001/2017	April 2017	Clear Up Project Board	Elected Member	Failure to declare interests and potential housing benefit irregularities.	N/A			Referred by internal auditors to DWP	**Closed**
002/2017	April 2017	Clear Up Project Board	Elected Member	Alleged purchase of meals using Council budget without prior approval. Possible contravention of previous Code: 3.4 Disrepute. 3.5 (b) Improper use of Council resources.	20.07.17 agreed with IP letter to councillor and no further investigation but MO also to report to IDSC for view	N/A	N/A	IDSC 21.09.17 agreed with proposal for letter and no further invest-igation.	Letter sent 27.09.17 **Closed**
003/2017	April 2017	Clear Up Project Board	Elected Member	Alleged undue influence of audit failure to register interests. Possible contravention of previous Code: 3.4 Disrepute. 8.1 Failure to register interests.	20.07.17 agreed with IP letter to councillor and no further investigation but MO also to report to IDSC for view.	N/A	N/A	IDSC 21.09.17 agreed with proposal for letter and no further invest-igation.	Letter sent 27.09.17 **Closed**

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004/2017	3 July 2017	Member of Public	Elected Member	Alleged inappropriate conduct at meeting between local resident and councillor after a fire in residential block. Possible contravention of the Code: 2.2 Seeking to disadvantage complainant. 2.9 Not promoting equality and not treating complainant with respect.	08.09.17 agreed with IP further preliminary enquiries required of potential witnesses. 19.10.17 Further meeting with IP to discuss outcome of preliminary enquiries and agreed NFA.	N/A	N/A	**Closed**	**Closed** NFA

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005/2017	13 July 2017	Poplar HARCA	Elected Members x2	Alleged inappropriate conduct of councillors after fire in residential block. Possible contravention of the Code: 2.9 Failure to treat local residents with respect. 2.10 Failure to promote high standards by leadership and example.	IP potential conflict and withdrew from considering the complaint. Referred for investigation by MO following discussion with Deputy MO.	Investigation commenced 02.10.17. Investigation reports completed.		Councillors are no longer Members of the authority. Investigator found a breach of the Code and recomm-ended local resolution. This was agreed with the IP and attempted prior to the local elections on 3 May 2018 without success.	Neither coun-cillor has particip-ated in further attempt to resolve the matter locally since election

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006/2017	25 August 2017	Member of Public	Elected Member	Alleged inappropriate content and circulation of video. Potential contravention of the Code: 2.9 Failure to treat with respect. 2.10 Failure to promote high standards by leadership and example.	08.09.17 agreed with IP explore potential for local resolution of complaint.	N/A	N/A	Local resolution pursued emails sent by MO to complain-ant 09.10.17 and 23.10.17. Further email and letter sent on 02.11.17. No replies.	**Closed** NFA
007/2017	5 April 2017	Clear Up Project Board	Elected Member	Alleged failure to register interests in contravention of the current Code and the previous Code of Conduct.	06.12.17 agreed with IP letter to councillor and no further investigation but MO also to report to IDSC for view.			IDSC 17.01.18 agreed with proposal for letter and no further invest-igation.	Email sent 31. 01.18 **Closed**

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008/2017	8 September 2017	Local Business	Elected Member	Alleged inappropriate conduct in communications with local business. Potential contravention of the Code: 2.2 Seeking to disadvantage complainant and confer advantage on another business. 2.7 Improper use of Council resources.	11.10.17 MO met with councillor and obtained initial comments on complaint 19.10.17 MO agreed with IP to refer complaint for investigation.	16.11.17 Invest-igation underway. Legal Services Team Leader – Enforce-ment & Litigation investigator.			

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009/2017	16 October 2017	Elected Member	Elected Member	Alleged inappropriate conduct and potential contravention of the Code: 2.9 Not promoting equality and not treating another with respect. 2.10 Failure to promote high standards by leadership and example.	30.01.18 agreed with IP further enquiries required of potential witness. 05.02.18 Agreed NFA with IP in light of outcome of enquiries.			**Closed**	**Closed** NFA

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010/2017	13 November 2017	Elected Member	Elected Member	N/A conduct complaint form not submitted.	N/A conduct complaint form not submitted.			22.11.17 MO email acknowled-ged complaint and asked complain-ant to complete conduct complaint form. No reply. 08.12.17 MO email repeated request to complete form. No reply.	**Closed** NFA

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011/2017	20 November 2017	Member of Public	Elected Member	Inappropriate circulation of election leaflet. Potential contravention of the Code: 2.1 Lack of integrity 2.2 Not acting solely in the public interest 2.3 Not-operating fully and honestly with any scrutiny appropriate to the office of councillor.	06.12.17 MO and IP initial discussion pending initial response from councillor. 30.01.18 MO and IP discussed initial response received from councillor and agreed NFA.			**Closed**	**Closed** NFA

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012/2017	12 December 2017	Member of Public	Elected Member	N/A conduct complaint form not completed.	30.01.18 MO and IP agreed NFA if conduct complaint form not completed.			13.12.17 MO email acknowled-ged complaint and asked complain-ant to complete conduct complaint form. No reply. 31.01.18 MO email repeated request to complete form. No reply.	**Closed** NFA

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013/2017	10 December 2017	Member of Public	Elected Member	Alleged inappropriate conduct at a local consultation meeting. Potential contravention of the Code: 2.2 Not acting solely in the public interest. 2.9 Not promoting equality and not treating complainant with respect. 2.10 Failure to promote high standards by leadership and example.	30.01.18 MO and IP discussed initial response received from councillor. Agreed Deputy Monitoring Officer to obtain further background information. Agreed NFA with IP on 13.04.18.			**Closed**	**Closed** NFA

Reference number	Date received by Monitoring Officer	Complainant	Elected/Co-opted Member(s)	Nature of Complaint and potential breach(es) of the Code of Conduct	Date and outcome of consultation with IP	Date investigation commenced and investigation status	Hearing and out-come	Current status	Follow up
014/2017	14 December 2017	Member of the Public	Elected Member	Alleged inappropriate conduct at a local consultation meeting. Potential contravention of the Code: 2.2 Not acting solely in the public interest. 2.9 Not promoting equality and not treating another with respect. 2.10 Failure to promote high standards by leadership and example.	30.01.18 MO and IP discussed initial response received from councillor. Agreed Deputy Monitoring Officer to obtain further background information. Agreed NFA with IP on 13.04.18.			**Closed**	**Closed** NFA

Reference number	Date received by Monitoring Officer	Complainant	Elected/Co-opted Member(s)	Nature of Complaint and potential breach(es) of the Code of Conduct	Date and outcome of consultation with IP	Date investigation commenced and investigation status	Hearing and out-come	Current status	Follow up
015/2017	23 December 2017	Member of Public	Elected Member	N/A conduct complaint form not completed.	30.01.18 MO and IP agreed NFA if conduct complaint form not completed.			08.01.18 MO email acknowled-ged complaint and asked complain-ant to complete conduct complaint form. No reply. 31.01.18 MO email repeated request to complete form. No reply.	**Closed** NFA

Reference number	Date received by Monitoring Officer	Complainant	Elected/Co-opted Member(s)	Nature of Complaint and potential breach(es) of the Code of Conduct	Date and outcome of consultation with IP	Date investigation commenced and investigation status	Hearing and out-come	Current status	Follow up
001/2018	2 January 2018	Member of Public	Elected Member	Alleged inappropriate handling of constituency issue. Potential contravention of the Code: 2.2 Not acting solely in the public interest. 2.9 Not treating another with respect. 2.10 Failure to promote high standards by leadership and example.	30.01.18 MO and IP discussed initial response received from councillor and agreed NFA.			**Closed**	**Closed** NFA
002/2018	9 January 2018	Elected Member	Elected Member	Alleged inappropriate text messaging. Potential contravention of the Code: Code of Conduct: 2.2 Not acting solely in the public interest. 2.9 Not treating another with respect.	MO obtained initial response from councillor and agreed NFA in consultation with IP by email on ?			**Closed**	**Closed** NFA

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003/2018	30 January 2018	Member of Public	Elected Member	Improper use of Council resources contrary to paragraph 2.7 of the Code.	N/A			Reported as agenda item to the Advisory Committee meeting on 14.03.18	**Closed** NFA
004/2018	01 March and 09 March 2018	Elected Member (mutual complaint)	Elected Member (mutual complaint)	Alleged inappropriate conduct and potential contravention of the Code: 2.2 Not acting solely in the public interest. 2.9 Not treating another with respect and bullying. 2.10 Failure to promote high standards by leadership and example.	21.03.18 Deputy MO agreed in consultation with IP that it would be premature to take further action pending police investigation of the mutual complaints which might result in the matter being referred for prosecution.			Awaiting outcome of police invest-Igation.	