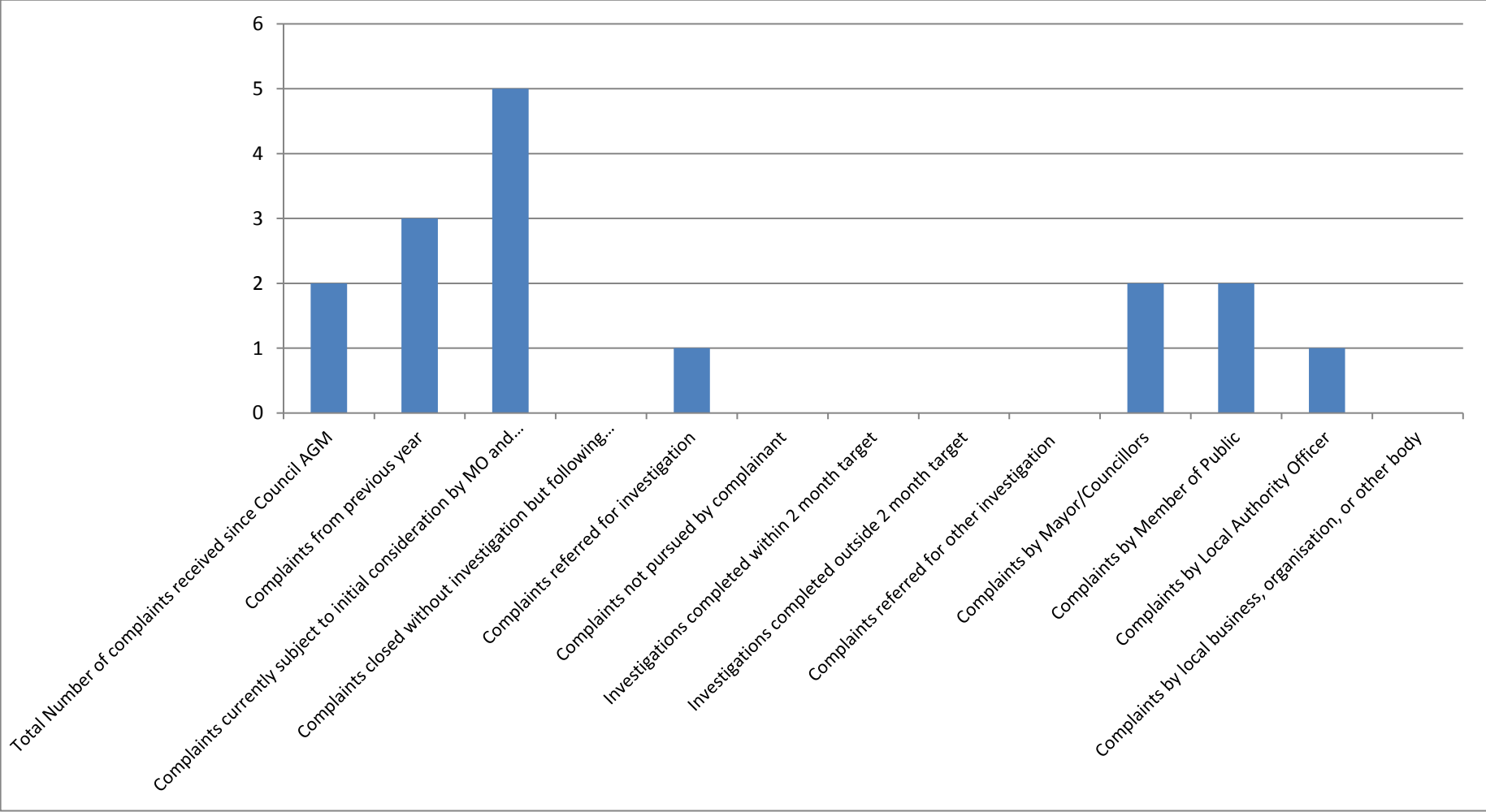


## APPENDIX 2

### Code of Conduct for Members - complaints and investigation monitoring information – municipal year 2024

|   |    |
|---|----|
| Complaints since May 2024:  | 02 |
| Complaints from previous year:  | 03 |
| Complaints currently subject to initial consideration by MO and IP:         | 05 |
| Complaints closed without investigation but following consultation with IP: | 00 |
| Complaints referred for investigation as potential breach of the Code:      | 01 |
| Complaints not pursued by complainant:                                      | 00 |
| Investigations completed within 2 month target:                             | 00 |
| Investigations completed outside 2 month target:                            | 00 |
| Complaints referred for other investigation (police, audit etc.)            | 00 |
| <b><u>Complainants</u></b>  |    |
| Mayor/Councillors:  | 02 |
| Member of Public:   | 02 |
| Local Authority Officer   | 01 |
| Local business, organisation, or other body:                                | 00 |

# Code of Conduct Complaints 2024/2025



| 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 |
|------------------|-------------------------------------|--------------|----------------------------|---|--|---|----------------------|----------------|-----------|
| 002/2023         | 13/06/2023                          | LA - Officer | Elected Member             | Alleged complaint – Cllr's behaviour during a recent HR committee meeting was hostile and intimidating. The way the Cllr behaved fell below the standards expected of members when conducting themselves with officers. | <p>Target date: 27/06/2023</p> <p>16/06/2023 – Acknowledgment email sent to complainant.</p> <p>16/06/2023 - Email sent to Cllr to provide initial response.</p> <p>23/06/2023 – Cllr requesting further information from DMO.</p> <p>03/07/2023 – DMO provided information as requested by the Cllr.</p> <p>04/07/2023 – Initial response including supporting correspondence provided by Cllr.</p> <p>21/07/2023 – DMO consulted IP.</p> <p>26/07/2023 – Complainant notified the matter will proceed to a full investigation.</p> <p>14/08/2023 – Meeting with complainant.</p> <p>08/09/2023 - DMO has received 1 witness statement and a statement from the complainant. DMO Awaiting a further witness</p> | <b>26/07/2023 – Full Investigation</b>                |                      | <b>Open</b>    |           |

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|  |  |  |  | <p>statement before arranging a meeting with the Cllr.</p> <p>22/09/2023 – Email sent to Cllr from DMO to arrange an interview. Cllr to confirm availability.</p> <p>29/09/2023 – – Email sent from DMO to Cllr with an invitation to meeting on 05/10/2023. Acknowledgment email received by Cllr.</p> <p>6/10/2023 - DMO emails Cllr with an update on investigation.</p> <p>6/10/2023 - Complainant emails DMO – requesting timescales of expected outcome as due to leave the organisation at the end of year</p> <p>9/10/2023 - DMO discussed with IP today to discuss complaint.</p> <p>10/10/2023- Complainant emailed DMO that they leave the council this week, appreciate if any final report/outcome from my complaint is sent to my personal email address, personal email provided.</p> <p>10/10/2023 - DMO emailed confirmation that draft report will be sent to personal email once drafted.</p> <p>Report written &amp; approved by MO- draft report sent to 17/11/23 with IP</p> |  |  |  |  |
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|  |  |  |  |  | <p>for approval – Once approved to be sent out to Cllr &amp; complainant</p> <p>20/11/2023 – IP approves draft report.</p> <p>20/11/2023 – draft report sent out to Cllr and complainant.</p> <p>20/11/2023 - Complainant responded to DMO</p> <p>2/2/2024 - DMO sent email to Cllr regarding the informal resolution proposal, requesting a response by 9<sup>th</sup> Feb 24</p> <p>16/2/24 - DMO sent IP full report with appendices</p> <p>21/02/24 - IP advised that the matter should go to a hearing, as the councillor had not responded to the offer of an informal resolution.</p> <p>21/02/24 - DMO sent copy of final version of the report with appendices to Cllr &amp; informed them that due to not having agreed to the proposed informal resolution by the date which Cllr gave (16 February 2024) the matter will proceed to a hearing</p> <p>21/02/24 - DMO requested arrangements for a hearing committee to be set up</p> |  |  |  |  |
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|  |  |  |  |  | <p>5/03/24 - Awaiting decision from MO</p> <p>25/03/2024 - Complainant updated</p> <p>20/04/2024 - Discussion to be held between DMO &amp; MO</p> <p>29/04/2024- Complainant has provided comments on report to be discussed with monitoring officer</p> |  |  |  |  |
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| 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 |
|------------------|-------------------------------------|------------------|----------------------------|---|---|---|----------------------|----------------|-----------|
| 012/2023         | 04/03/2024                          | Member of Public | Cllr                       | Failed to effectively support Tenants and residents living on an Estate about damp & mould issue inside many resident's homes | <p>05/03/2024 - logged complaint received</p> <p>05/3/2024 - DMO requested email to be sent to complainant for requested documents stated in the complaint</p> <p>5/03/2024 - Email sent to complainant for requested documents/emails.</p> <p>6/03/2024 - Email received from complainant with attached requested proof of documentation/emails.</p> <p>11/03/2024 - All documentation sent to Environmental department to address this complaint</p> <p>25/03/24 complainant says issue is lack of response from Cllr</p> <p>28/3/24 meeting between DMO and IP</p> <p>28/03/2023 - Email sent to Cllr requesting further information</p> | 05/03/2024  | N/A                  | Open           |           |

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|  |  |  |  |  | <p>03/04/2023 - Email sent to complainant that DMO are awaiting Cllr response to complaint.</p> <p>23/04/2023 - Reminder email sent to Cllr for response to complaint</p> <p>07/05/2024 - Contacted Cllr via Teams with a request to the complaint. Cllr confirmed will look at the complaint and respond after work.</p> <p>08/05/2024 - Response to complaint received from Cllr</p> <p>10/05/2024 - email sent to Cllr requesting email chain they refer to in their response email.</p> |  |  |  |  |
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| 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 |
|------------------|-------------------------------------|------------------|----------------------------|---|--|---|----------------------|----------------|-----------|
| 013/2023         | 14/04/2023                          | Member of public | Cllr                       | contacted the member on several occasions on local issues of excessive speeding and dangerous driving | <p>15/04/2024 - Email sent to Cllr with request to respond to complaint received</p> <p>23/04/2024 - Email sent to Cllr with request to respond to complaint received.</p> <p>08/05/24 - Email &amp; teams message sent to Cllr with regards to a request to respond to complaint.</p> <p>15/05/2024 - Email &amp; Teams message sent to Cllr with request to respond to complaint received.</p> <p>20/05/2024 - Email &amp; Teams message sent to Cllr with request to respond to complaint received.</p> <p>23/05/2024 - MO meet with Cllr at Audit meeting and reminded them of complaint and requested an urgent response. This was followed up by another email request sent 23/05/24</p> | 14/03/2023  |                      | Open           |           |

| 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 |
|------------------|-------------------------------------|-------------|----------------------------|--|---|---|----------------------|----------------|-----------|
| 001/2024         | 03/05/2024                          | Cllr        | Elected Cllr               | conducted an interview that was published & stated inappropriate & defamatory comments | 08/05/24 - Email sent to Cllr for comments.<br>12/05/2024 - Email response received from Cllr in regards to complaint | 08/05/2024  |                      | Open           |           |

| 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 |
|------------------|-------------------------------------|-------------|----------------------------|---|---|---|----------------------|----------------|-----------|
| 002/2024         | 17/05/2024                          | Mayor       | Elected Cllr               | untrue allegations against the council and my administration during my previous term in office made | 20/05/24 - Email sent to Cllr for comments. | 20/05/2024  |                      | Open           |           |