

BABERGH AND MID SUFFOLK DISTRICT COUNCILS

TO: Joint Audit and Standards Committee	REPORT NUMBER: JAC/21/48
FROM: Monitoring Officer	DATE OF MEETING: 22 March 2023
OFFICER: Ifty Ali, Interim Monitoring Officer	KEY DECISION REF NO. N/A

CODE OF CONDUCT COMPLAINTS MONITORING REPORT

1. PURPOSE OF REPORT

- 1.1 The report provides the Committee with an update on Code of Conduct complaints received or determined since the last time that such complaints were reported to the Committee.

2. OPTIONS CONSIDERED

- 2.1 The Monitoring Officer is required by the constitution to regularly report complaints to the Joint Audit and Standards Committee.

3. RECOMMENDATION

- 3.1 That the Code of Conduct Complaints monitoring information contained in the report be noted.

4. KEY INFORMATION

- 4.1 The Monitoring Officer receives and investigates code of conduct complaints made about Councillors. These complaints are allocated to either the Monitoring Officer or the Deputy Monitoring Officer and are processed in accordance with the adopted code of conduct complaints procedure. An initial assessment is made of the complaint to establish whether or not the code of conduct is engaged. If the complaint is valid, the Monitoring Officer will write to the Councillor who is the subject of the complaint to ask for their response. The Monitoring Officer will then decide whether the complaint can be determined or whether further investigation is required. Councillors will normally be informed whenever a complaint is made about them unless there is good reason not to inform them. Complaints cannot be made anonymously unless the complainant is able to demonstrate that they may be at risk of harm if anonymity was not granted.
- 4.2 The Councils have appointed a number of Independent Persons, with whom the Monitoring Officer is required to consult before making a finding of a breach of the code. In practice, the Independent Persons are often consulted at a number of stages in the complaints process.
- 4.3 This report covers complaints received in the period from 18 January 2023 to 7 March 2023.

4.4 Information relating to Babergh District Council

Babergh (18.01.2023 - 07.03.2023)	
No. of complaints received	13
No. of complaints against District Councillors	6
No. of complaints against Parish Councillors	7
No. of complaints upheld	0
No. of findings of no breach	2
No. of complaints where the matter is referred to the police	0
No. of complaints pending decision	11

4.4.1 The complaints that were not upheld tended to relate to issues that are outside of the remit of the Monitoring Officer or scope of the code of conduct and were dismissed upon receipt.

4.4.2 Of the 13 complaints received, 8 were submitted from members of the public with 5 being submitted by other Councillors.

4.5 Information relating to Mid Suffolk District Council

Mid Suffolk (18.01.2023 – 07.03.2023)	
No. of complaints received	0
No. of complaints against District Councillors	0
No. of complaints against Parish Councillors	0
No. of complaints upheld	0
No. of findings of no breach	0
No. of complaints where the matter is referred to the police	0
No. of complaints pending decision	0

4.5.1 Mid Suffolk District Council and its associated parishes did not receive any code of conduct complaints against their Councillors during this time period.

4.6 Informal advice and assistance

4.6.1 The Monitoring Officer and their team have received a moderate number of informal enquiries from parish clerks and members of the public in the last period. These relate to issues such as casual vacancies, registers of interests and informal advice on conduct issues.

5. **LINKS TO CORPORATE PLAN**

5.1 To provide public confidence and legitimacy to the decision-making process that underpins all decisions that are made by the Council that support the priorities identified in the Corporate Plan.

6. **FINANCIAL IMPLICATIONS**

6.1 There are no direct financial implications arising from this report.

7. **LEGAL IMPLICATIONS**

7.1 Under the Localism Act 2011, the Monitoring Officer is required to establish a local code of conduct for councillors and to investigate complaints made relating to breaches of that code.

8. **RISK MANAGEMENT**

8.1 Key Risks are set out below:

Risk Description	Likelihood	Impact	Mitigation
Complaints are not handled promptly	2 - Unlikely	1 - Minimal	Monitoring of complaints, clear complaints procedure
Decisions are not sound	2 - Unlikely	3 - Bad	Apply adopted procedures, consult with the independent person

9. **CONSULTATIONS**

9.1 No public consultation was required for this report.

10. **EQUALITY ANALYSIS**

10.1 Equality Impact Assessment (EIA) is not required for this report.

11. **ENVIRONMENTAL IMPLICATIONS**

11.1 There are no environmental implications associated with this report.

12. APPENDICES

Title	Location
None	None

13. BACKGROUND DOCUMENTS

13.1 None.

14. REPORT AUTHORS

Ifty Ali – Interim Monitoring Officer

Alicia Norman – Lead Officer for Overview + Scrutiny and Projects