

STANDARDS COMMITTEE: Review of Complaints Procedure and Form	
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STANDARDS COMMITTEE	CLASSIFICATION:
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18 February 2019	Open
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WARD(S) AFFECTED

All Wards

Tim Shields, Chief Executive

SUMMARY

1. Under Section 28 of the Localism Act 2011 the Council must have arrangements in place to investigate allegations made against Members under the Members' Code of Conduct. Officers have reviewed and refreshed its arrangements and these are attached to this report.

2. RECOMMENDATIONS

- 2.1 **That the Standards Committee considers and approves the updated complaints procedure and complaints form attached as appendices 1-3 to this report .**

3. BACKGROUND

- 3.1 Under the requirements of Section 28 of the Localism Act 2011 Hackney Council has arrangements in place to investigate complaints made against Members under the Members' Code of Conduct.

3.2 As it has been some time since the process had been reviewed, the Standards Committee at its last meeting in July, asked officers to review this process and the accompanying documents.

3.3 The review has been completed and the documents refreshed. As part of the review, a flowchart of the process has been included and this should help officers and members of the public in following the process through.

4. COMMENTS OF THE GROUP DIRECTOR, FINANCE AND CORPORATE RESOURCES

4.1 There are no additional costs attached to the review of the complaints process.

5. COMMENTS OF THE DIRECTOR OF LEGAL & GOVERNANCE

5.1 The Localism Act 2011 places an obligation on the Council to ensure that high ethical standards are promoted and maintained among its Members.

5.2 The Council therefore established a Standards Committee to help promote and uphold high ethical standards amongst Members and co-opted Members.

5.3 Part of the Standards Committee's remit is to oversee the complaints process for complaints made against elected Members and co-opted Members. The documentation supporting this process was due for a review and officers have now completed this at the request of this Committee and where possible simplified the process to make it more user friendly.

6. APPENDICES

Public Appendices

Appendix 1 - updated complaints procedure

Appendix 2 - complaints form

Appendix 3 – flow chart

7. EXEMPT APPENDICES

No Exempt Appendices

Report Author	Tess Merrett, Governance Services Tess.merrett@hackney.gov.uk 020 8356 3432
Comments of the Group Director, Finance and Corporate Resources	Jackie Moylan Assistant Director of Finance 0208 356 3032 Jackie.Moylan@hackney.gov.uk
Comments for and on behalf of the Director, Legal	Dawn Carter-McDonald Head of Legal and Governance Deputy Monitoring Officer Dawn.carter-mcdonald@hackney.gov.uk 020 8356 4917

