

NORTH YORKSHIRE COUNCIL

ETHICAL FRAMEWORK

COMPLAINT FORM – Members’ Code of Conduct

If you consider that there has been a breach of the Members’ Code of Conduct by a Councillor or voting co-opted member (“Members”) on one of the Council’s committees, and you wish to make a complaint, please complete this form and then send or email it to:

The Monitoring Officer
North Yorkshire Council
County Hall
NORTHALLERTON
North Yorkshire
DL7 8AD

email: MonitoringOfficer@northyorks.gov.uk

Please note that the Standards and Governance Committee can only consider complaints about the behaviour of individual Members of the Council and parish and town councils in its area and has no jurisdiction to consider complaints about the Councils as a whole or Council employees. If you wish to make a complaint about the North Yorkshire Council as a whole, or one of its services, please send your complaint to the Chief Executive Officer at the above address or the relevant parish council Clerk if the complaint is about a parish or town council as a whole.

Your Details

1. Please provide us with your name and contact details:

| | |
|----------------------------------|--|
| Title: | |
| First Name: | |
| Last Name: | |
| Address: | |
| Contact telephone number: | |
| Email address: | |

It is important to provide a name and contact address. Please note that the Council will not take any action in relation to anonymous complaints unless there is a significant public interest in doing so.

The Member(s) who is/are the subject of your complaint ('the subject Member(s)') will be advised of the complaint and copied into any relevant correspondence (including this completed complaint form) received from you.

2. Please confirm the status in which you are making this complaint:

- Member of the public;
- An elected or co-opted Member of the North Yorkshire Council;
- Member of Parliament;
- Local Authority Monitoring Officer;
- Other Council Officer or North Yorkshire Council employee; or
- An elected or co-opted Member of the subject town/parish council; or
- An employee of the subject town/parish Council; or
- Other (please specify)

3. Please provide us with the name(s) of the Member(s) you believe to have breached the Members' Code of Conduct:

| Title | First name | Last name |
|--------------|-------------------|------------------|
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4. A copy of the North Yorkshire Council Code is published on the Council's website. (For town/parish councillor complaints the relevant Code is published on the relevant town/parish council website). Please indicate which paragraphs of the relevant Code of Conduct you believe the Member(s) to have breached:

| Councillor | Code paragraph alleged to have been breached |
|-------------------|---|
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5. Please explain in this section (or on a separate sheet) **what the Member has done** which you believe breaches the Code of Conduct.

If you are complaining about more than one Member you should clearly explain what each individual person has done which you believe breaches the Code.

It is important that you provide all the information you wish the Monitoring Officer to take into account when deciding, in consultation with the Authority's Independent Person for standards, whether to take any action in respect of your complaint.

Please provide us with the details of your complaint. Continue on a separate sheet if necessary.

Signed:.....Date:.....