

## **YOU CAN COMPLAIN ABOUT A MEMBER OR CO-OPTED MEMBER OF CRAWLEY BOROUGH COUNCIL DOING ANY OF THE FOLLOWING:-**

- Failing to treat people with respect.
- Conducting themselves in a manner which could reasonably be regarded as bringing his or her office or authority into disrepute.
- Using their position as a member improperly to confer on or secure for him or herself or any other person, an advantage or disadvantage.
- Doing something which may seriously prejudice their authority's ability to comply with any of its statutory duty under the equality law.
- Bullying any person.
- Intimidating or attempting to intimidate someone who is or is likely to be a complainant or witness in relation to an investigation.
- Doing anything which compromises or which is likely to compromise the impartiality of those who work for, or on behalf of, the authority.
- Disclosing information given to them in confidence by anyone, or information acquired which he or she believes is of a confidential nature, except where:
  - They have the consent of a person authorised to give it; or
  - For professional advice, providing the advisor agrees to maintain the confidentiality; or
  - Where disclosure is reasonable and in the public interest, and this disclosure is made in good faith and in accordance with the Council's requirements.
- Preventing another person from gaining access to information to which that person is entitled to by law.
- When using the authority's resources, or authorising their use by others:
  - Not acting in accordance with the authority's requirements; or
  - Allowing such resources to be used for political purposes; or
  - Not having regard to the Local Authority Code of Publicity.

- When taking decisions:
  - Failing to have regard to advice provided by the Chief Finance Officer and the Monitoring Officer; and
  - Failing to give reasons for those decisions in accordance with any statutory requirements or additional requirements imposed by the Council.
- Failing to register their financial or other interests within 28 days of their election or appointment.
- Failing to update their register of interest within 28 days of a change to their circumstances.
- Failing to register any gifts or hospitality (and the source), that they have received in their role as a Member worth over £50.
- Failing to declare a personal interest at a meeting.
- Failing to disclose a pecuniary interest at a meeting.
  - Taking part in the discussion and/or making a decision where you have a pecuniary interest.
- Failing to declare a prejudicial interest at a meeting (an interest so significant that it is likely to affect their judgement).
  - Taking part in the discussion and/ or making a decision where they have a prejudicial interest.
  - Improperly influencing a decision about a matter that they have a prejudicial interest in.

At Crawley all complaints are dealt with in accordance with the arrangements for dealing with Code of Conduct complaints.

G/committee/standards committee/complaints forms & guidance & procedure guide/complaints about member or coopted member - reasons

