



Criteria for Accepting/Rejecting Complaints

1. ***Is the complaint sufficiently serious to warrant further action?***
2. ***Is the complaint about something that happened so long ago that there would be little benefit in taking action now?***
3. ***Does the complaint appear to be malicious, politically motivated or tit-for-tat?***
4. ***Has the complaint been the subject of an investigation or inquiry either relating to the Code of Conduct or by other regulatory authorities including police prosecutions and previous consideration by the Standards Board for England or the standards committee of another authority?***
5. ***Does the complaint relate to conduct that occurred after the authority adopted the 2007 version of the Code of Conduct?***
6. ***Has the complainant submitted enough information to satisfy the assessment sub-committee that the complaint should be referred for investigation or other positive action?***

Does the assessment sub-committee want to invite the complainant to submit further information in support of the complaint for the assessment sub-committee to consider afresh?

Does the assessment sub-committee want to indicate the information that should be submitted?

7. ***Is the complaint about someone who is no longer a member or co-opted member of the authority but is a member or co-opted member of another authority?***

If so, does the assessment sub-committee wish to refer the complaint to the monitoring officer of that other authority?

Criteria for Considering Requests for Confidentiality

1. ***Does the complainant have reasonable grounds for believing that they will be at risk of physical harm if their identity is disclosed.***
2. ***Is the complainant an officer who works closely with the subject member and who has reasonable grounds to be afraid of suffering a disadvantage to their employment or of losing their job if their identity is disclosed?.***
3. ***Does the complainant suffer from a serious health condition and there are medical risks associated with their identity being disclosed (in such circumstances, does the sub-committee wish to request medical evidence of the complainant's condition?).***