

Complaining about Councillors

How to complain about the behaviour of members of the Council

Complaining about Councillors

Which councillors can I complain about?

This leaflet explains how you can complain about the behaviour of councillors of Kirklees Council, Denby Dale Parish Council, Holme Valley Parish Council, Kirkburton Parish Council, Meltham Town Council or Mirfield Town Council

To make a complaint about the conduct of a councillor, please write to the Kirklees Council Standards Committee at the address on page 6 or use the form on the Kirklees Council website at www.kirklees.gov.uk/complaintform. If you need more information or would like to discuss your complaint informally, please ring us on 01484 221720.

What is the Kirklees Council Standards Committee?

The Standards Committee is a group of people appointed by Kirklees Council to help maintain and promote high ethical standards within the Council. The Standards Committee is made up of Kirklees councillors, councillors from the parish and town councils listed above and independent members (who are not councillors or employees of Kirklees Council or of the town and parish councils). The chair of the Standards Committee is an independent member.

What complaints does the Standards Committee deal with?

The Standards Committee deals with complaints about the behaviour of a member of Kirklees Council or a member of one of the town or parish councils. Issues covered by the Code of Conduct for Councillors and Voting Co-optees which has been adopted by the member's council. Copies of the relevant Codes of Conduct can be obtained from the relevant parish and town councils and the Kirklees Council Code of Conduct is available on its website where it forms part of the council's constitution.

If you make a complaint to the Standards Committee you must use the form provided by the Standards Committee. Any complaint should make it clear who it is about and why you think they have not followed the Code of Conduct. Standards committees will not look at complaints that are about:

- People employed by the council.
- Incidents that happened before a member was elected or chosen to serve.
- Incidents that happened either before the authority adopted the Code of Conduct or before 5 May 2002, whichever is earlier.
- The way a council conducts or records its meetings.

- The way a council has or has not done something. This may be a matter for the Local Government Ombudsman if the council has not dealt with the matter properly and it has not been resolved locally.
- Decisions of the council or which are about one of the services it provides. In this case, you should ask how to complain using the relevant council's own complaints system.

If the Standards Committee cannot consider your complaint we will let you know and tell you who will consider your complaint.

How will the Standards Committee deal with my complaint?

Once you have made a complaint, we will write and tell you what will happen . A meeting will be set up, of no less than three members of the committee to decide what should happen next. The meeting will be held in private and chaired by one of the independent members of the Standards Committee. Neither the person making the complaint nor the member complained about can attend the meeting. This meeting should be held within 20 working days. This meeting can decide to:

- Investigate your complaint.
- Take some other action (which would consist of some form of conflict resolution, mediation or training).
- Send it to the Standards Board for England to investigate.
- Send it to the standards committee of another authority if the member belongs to that authority, or one of the parish or town councils that come under it.
- Take no further action.

What if the standards committee decides to take no further action and you don't agree?

The Standards Committee should tell you the reason for its decision. You may not agree with the reasons, or think that it did not make the decision properly, or you may have new information that you think might affect its decision. If so, you can ask that the decision be reviewed. You have to ask the Standards Committee to do this in writing within 30 calendar days of receiving its decision.

The decision will be reviewed by a meeting of at least three members of the Standards Committee. None of the people who made the original decision are allowed to take part in the review. This meeting will be chaired by one of the independent people on the Standards Committee. They can uphold the original decision or overturn it, and will tell you in writing what they have decided.

How do I get more information?

If you would like more information please contact us:

Telephone: 01484 221720
Email: monitoring.officer@kirklees.gov.uk
Post: Monitoring Officer
Kirklees Council Standards Committee
PO Box 1274
Huddersfield HD1 2WZ

Where can I find the Kirklees Code of Conduct?

The Code of Conduct can be found on the Kirklees website at www.kirklees.gov.uk/codeofconduct, where it forms part of the Council's Constitution.

If you do not have access to the internet, copies of the Kirklees Code can be obtained from the Monitoring Officer as above.

If you require a copy of a town or parish council's Code of Conduct, the councils can be contacted at:

Denby Dale Parish Council
Council Offices
24 Commercial Road
Skelmanthorpe
Huddersfield
HD8 9DA

Tel/Fax: **01484 222963**
Email: denbydaleparishcouncil@kirklees.gov.uk
Parish website: www.denbydale.com

Holme Valley Parish Council
Council Offices
Huddersfield Road
Holmfirth
HD9 3JP

Tel: **01484 222462**
E-mail: clerk@holmevalleyparishcouncil.gov.uk
admin@holmevalleyparishcouncil.gov.uk

Kirkburton Parish Council
Burton Village Hall
Northfield Lane
Highburton
Huddersfield
HD8 OQT

Tel/Fax: **01484 604391**
Email: angela.royle@kbpc.co.uk
Website: www.kbpc.co.uk

Meltham Town Council
Town Hall
Meltham
Huddersfield
HD9 4AG

Tel/Fax: **01484 852367**
Email: melthamcouncil@btconnect.com
Parish website: www.melthamtowncouncil.gov.uk

Mirfield Town Council
Council Offices
Huddersfield Road
WF14 8BA

Tel: **01924 499240**
Email: administrator@mirfieldtowncouncil.gov.uk
Website: www.mirfieldtowncouncil.gov.uk

Complaining about Councillors

Complaining about the behaviour of members of Kirklees Council, Denby Dale Parish Council, Holme Valley Parish Council, Kirkburton Parish Council, Meltham Town Council or Mirfield Town Council

You can get help if you are not sure how to complain: please ask a member of staff in your local Information Centre or Library.

This leaflet is also available in other formats such as large print, Braille and audio. Please contact 01484 221439.

”کس طرح شکایت یا رائے کا اظہار کیا جائے“ کے متعلق یہ لیفلٹ ہے۔ اگر آپ کو یہ معلومات کسی دوسری زبان میں درکار ہوں تو براہ مہربانی کمیونٹی لینگویج سے ٹیلی فون نمبر: 01484 223326 پر رابطہ کریں۔

اسے لیفلٹ "شکایت کرنے یا اپنی رائے دہنئے" نئے بارے اچ ابہ۔ جسے ٹساں کی کسہ دوہی زبان اچ معلومات نی لوڑ وہہ تہ مہربانی کری تہ کمیونٹی لینگویجز کی ہس نمبر اہر فون کرو: 01484 223326

आ विङ्खेट इरियाड अथवा ईकाटिप्पण कर्त रीते करुं तेना विषे छे. जो तमारे आ माडिती तमारी भाषाभां ज़ोर्तली छेय तो मडेरआनी करी ओम्बुनिटि वेवेखसनी 01484 223326 नंबर पर संपर्क करे.

ਇਹ ਲੀਫਲੈੱਟ ਸ਼ਿਕਾਇਤ ਜਾਂ ਸਲਾਹਾਂ ਕਰਨ ਬਾਰੇ ਦੱਸਦਾ ਹੈ। ਜੇਕਰ ਤੁਹਾਨੂੰ ਇਹ ਜਾਣਕਾਰੀ ਆਪਣੀ ਬੋਲੀ ਵਿਚ ਚਾਹੀਦੀ ਹੈ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਕਮਿਊਨਿਟੀ ਲੈਂਗੁਏਜਿਜ਼ ਨਾਲ 01484 223326 'ਤੇ ਸੰਪਰਕ ਕਰੋ।