

**GO7 – Annual Report – Code of Conduct Complaints**

**GO7 Annual Report – Code of Conduct Complaints**

238

TRIM 98

**EXECUTIVE SUMMARY**

- In accordance with Council's Procedures for Administration of the Code of Conduct (the Procedures) the Complaints Coordinator must report to Council on an annual basis, the statistics in regard to all Code of Conduct (the Code) complaints in relation to Councillors and the General Manager.
- It is recommended that Council accept the information related to annual code of conduct complaints as reported by the Complaints Coordinator.

**REPORT**

Council's General Manager is the recipient for complaints about the conduct of Councillors. The Mayor is the recipient for complaints about the conduct of the General Manager. The Procedures set out the responsibility regarding complaints regarding alleged breaches of the Code and the reporting requirements of these complaints.

**Part 12 Reporting on Complaints Statistics**

Section 12.1 of Council's Procedures for Administration of Code of Conduct states:

The complaints coordinator must arrange for the following statistics to be reported to the Council within 3 months of the end of September of each year:

- a) the total number of code of conduct complaints made about Councillors and the General Manager under the code of conduct in the year to September
- b) the number of code of conduct complaints referred to a conduct reviewer
- c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage and the outcome of those complaints
- d) the number of code of conduct complaints investigated by a conduct reviewer
- e) the number of code of conduct complaints investigated by a conduct review committee
- f) without identifying particular matters, the outcome of code of conduct complaints investigated by a conduct reviewer or conduct review committee under these procedures
- g) the number of matters reviewed by the Division and without identifying particular matters the outcome of the reviews, and

**GO7 – Annual Report – Code of Conduct Complaints**

- h) the total cost of dealing with code of conduct complaints made about Councillors and the General Manager in the year to September, including staff costs.

**Section 12.2 states:**

The Council is to provide the Office of Local Government with a report containing the statistics referred to in clause 12.1 within 3 months of the end of September of each year.

**Complaints Received**

During the annual reporting period - September 2015 to September 2016 there were no notifications received by Council raising issues associated with the adopted Code of Conduct. One complaint received was not deemed to be a Code of Conduct complaint and was considered under Council's routine Complaints Management processes.

**CONSULTATION**

No consultation was required.

**FINANCIAL IMPLICATIONS**

Funding has been allocated in the Governance budget.

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That the annual report in relation to the Code of Conduct Complaints be received and noted.