###### Corporate Logo (Blue)

###### MEMBER CONDUCT COMPLAINT FORM

**This form is for use only if you wish to make a complaint that a City or Parish Councillor has failed to comply with the relevant member Code of Conduct. Further information can be obtained from the Monitoring Officer, Luke Gorst telephone 01524 582024, or email lgorst@lancaster.gov.uk**

**Your details**

1. Please provide us with your name and contact details

|  |  |
| --- | --- |
| **Title:** |  |
| **First name:** |  |
| **Last name:** |  |
| **Address:** |  |
| **Daytime telephone:** |  |
| **Evening telephone:** |  |
| **Mobile telephone:** |  |
| **Email address:** |  |

1. Please tell us which complainant type best describes you:

Member of the public

An elected or co-opted member of an authority

An independent member of the standards committee

Member of Parliament

Local authority monitoring officer

Other council officer or authority employee

Other (     )

# Making your complaint

1. Please provide us with the name of the member(s) you believe have breached the Code of Conduct and the name of their authority:

|  |  |  |  |
| --- | --- | --- | --- |
| Title | First name | Last name | Council or authority name |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. Please explain in this section (*and/*or on separate sheets) what the member has done that 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 that you believe breaches the Code of Conduct.

Please provide us with the details of your complaint. Continue on a separate sheet if there is not enough space on this form. **It is important that you provide as much information as possible at this stage**

**In order to resolve your complaint, it is likely that the Monitoring Officer will need to discuss it with the member complained of. Only complete this next section if you are requesting that your identity is kept confidential. No guarantee can be given that confidentiality will be maintained.**

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| Please provide us with details of why you believe we should withhold your name and/or the details of your complaint: |