

# COUNCIL BUSINESS COMMITTEE

## Code of Conduct for Members 2 November 2017

### Report of the Standards Committee

#### PURPOSE OF REPORT

To advise Council Business Committee of recommendations of the Standards Committee to append the definition and examples of bullying and harassment, as set out in paragraph 3.0 of this report, to the Council's Code of Conduct for Members.

This report is public.

#### RECOMMENDATIONS OF THE STANDARDS COMMITTEE

- (1) That the definition and examples of bullying and harassment, as set out in paragraph 3.0 of this report, be appended to the Council's Code of Conduct for Members (Part 7, Section 2 of the Constitution).
- (2) That the Monitoring Officer be asked to amend the Members' Code of Conduct accordingly.

#### 1.0 Introduction

- 1.1 At their meeting on 19 January 2017, members of the Standards Committee asked the Monitoring Officer to ascertain whether and/or how other local authorities defined bullying and report back to a future meeting. This was with a view to providing a definition to assist with assessment of allegations of bullying behaviour.

#### 2.0 Proposal

- 2.1 At the Committee meeting on 18 September 2017, Standards members considered a report (copy attached) containing definitions and examples of bullying and resolved:

(3) *That the Standards Committee recommends to Council that the definition and examples of bullying and harassment, as set out in the report, be appended to the Council's Code of Conduct.*

- 2.2 Amendments to the Members' Code of Conduct can be approved by this Committee, without the need for taking the matter to full Council, hence this report today.

#### 3.0 Definitions and Examples

- 3.1 The definition and examples set out in the report to Standards Committee were:

Definition:

“Offensive, intimidating, malicious or insulting behaviour, abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient”.

Examples of bullying include:

- Spreading malicious rumours;
- Unfair treatment;
- Picking on someone;
- Regularly undermining a competent worker;
- Denying someone training or promotion opportunities.

Bullying can happen:

- Face to face;
- By letter;
- By email;
- By phone.

#### 4.0 Conclusion

- 4.1 The Committee is requested to consider the recommendations of the Standards Committee regarding an appendix to the Code of Conduct for Councillors defining ‘bullying’ and providing the above examples of bullying behaviour.

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| <b>CONCLUSION OF IMPACT ASSESSMENT</b><br>(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing) |  |
| None.  |  |
| <b>FINANCIAL IMPLICATIONS</b>  |  |
| None directly arising from the report.   |  |
| <b>LEGAL IMPLICATIONS</b>  |  |
| None directly arising from the report.   |  |
| <b>SECTION 151 OFFICER’S COMMENTS</b>  |  |
| The Section 151 Officer has been consulted and has no further comments.  |  |
| <b>MONITORING OFFICER’S COMMENTS</b>   |  |
| The Monitoring Officer has been consulted and has no further comments.   |  |
| <b>BACKGROUND PAPERS</b>   | <b>Contact Officer:</b> Debbie Chambers<br><b>Telephone:</b> 01524 582057<br><b>E-mail:</b> dchambers@lancaster.gov.uk |