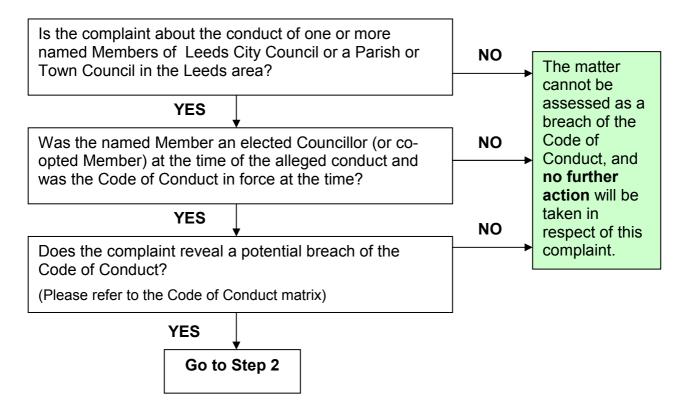
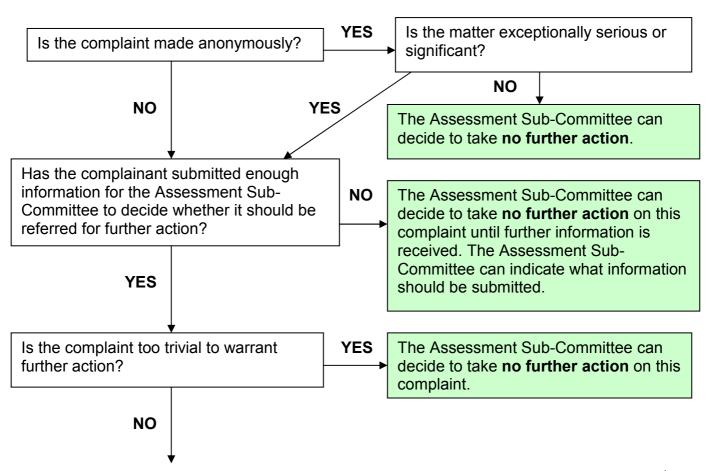
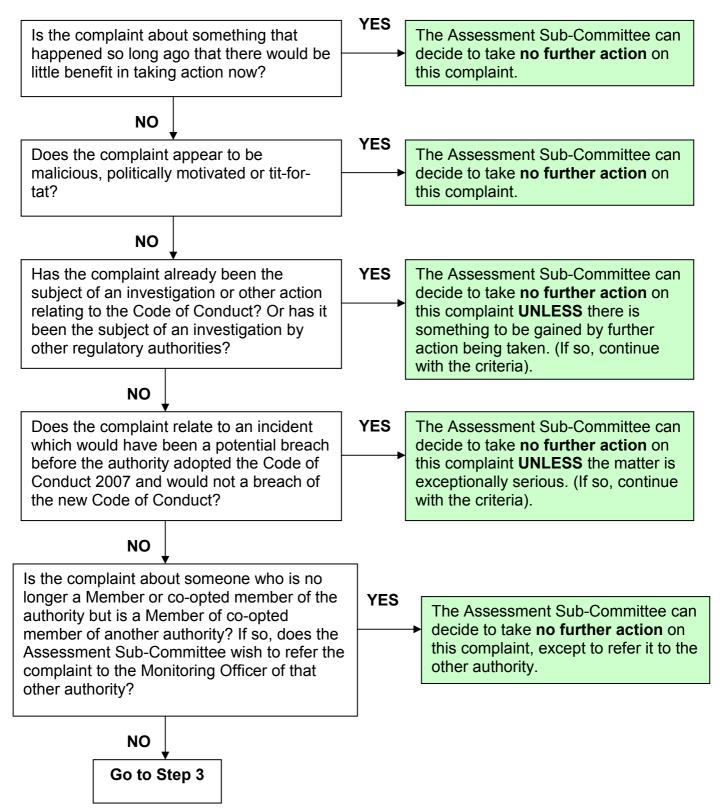
Assessment Flowchart

Step 1 - Initial Tests



Step 2 - Applying Assessment Criteria





Step 3 - Deciding what further action is appropriate

NO Would investigation serve any useful purpose? Would an alternative route to investigation provide a more effective resolution to the matter? **YES** E.g. mediation, conciliation, brokering an apology or training. Does the complaint fall into any of the categories below? NO **YES** The status of the subject Member(s) makes it difficult to deal with e.g. the Leader, Executive Member, or Standards Committee Member. The The Assessment The status of the complainant(s) makes it Sub-Committee Assessment difficult to deal with e.g. senior Member (as Sub-Committee can refer the above), Chief Executive, Monitoring Officer or can decide to matter to the other senior officer. take **no further** Monitoring Too many Standards Committee Members Officer for other action in have a conflict of interest in the matter. relation to the action (if she The Monitoring Officer or other officers have a complaint. agrees).

 The case is too serious or complex, or involves too many Members, to be handled locally.

conflict of interest and there are no suitable

alternative arrangements.

- The complaint requires substantial amounts of evidence not available from the Council, its Member or officers.
- There is substantial governance dysfunction in the Council or the Standards Committee.
- The complaint relates to long term systematic member/officer bullying which would be better investigated by someone external to the Council.
- The complaint raises significant or unresolved legal issues which require a national ruling.
- The public would perceive that the Council has an interest in the outcome of the case i.e. liable to judicial review.
- Exceptional circumstances prevent the Standards Committee from handling the case well, fairly and within a reasonable timescale.

The Assessment Sub-Committee can refer the matter to the Monitoring Officer for Local Investigation.

The Assessment Sub-Committee should refer the matter to the Monitoring Standards Board for England for investigation.