



# Oldbury on Severn Parish Council

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## **CODE OF CONDUCT & COMPLAINTS PROCESS**

Since 1st July 2012 local councils have been required to adopt a Local Code of Conduct for Members. The responsibility for considering complaints that a member may have breached the Code of Conduct lies with South Gloucestershire Council.

### **What this means to you:**

Oldbury on Severn Parish Council adopted a revised Local Code of Conduct on 7<sup>th</sup> January 2020. The Code of Conduct is available on the Oldbury on Severn Parish web site [www.oldburyonsevern.org.uk/council-information](http://www.oldburyonsevern.org.uk/council-information) or can be obtained from the Clerk (contact details above).

If you consider that a Parish Councillor has acted in such a way as to breach the Code of Conduct, you must submit your complaint in writing to:

The Monitoring Officer  
South Gloucestershire Council  
Chief Executive & Corporate Resources Department  
PO Box 1953  
Bristol  
BS37 0DB

A standard complaint form is available on the South Gloucestershire Council web site or from the Clerk to the Parish Council. Complaints will be referred to the Standards Sub-Committee of South Gloucestershire Council. It will only deal with complaints about the behaviour of a member. It will not deal with complaints about things that are not covered by the members' Code of Conduct.