



STANDARDS COMMITTEE
LOCAL ASSESSMENT SUB-COMMITTEE
(ALSO APPLICABLE TO REVIEW SUB-COMMITTEE)

**CRITERIA TO BE TAKEN INTO ACCOUNT WHEN CONSIDERING
IF A COMPLAINT SHOULD BE REFERRED FOR INVESTIGATION
OR OTHER ACTION**

➤ **THE NATURE OF THE ALLEGATION(S)**

If the allegation(s) were to be substantiated, would there be a breach of the Code of Conduct?

➤ **THE ADEQUACY OF INFORMATION SUPPLIED**

Has the complainant provided sufficient information to satisfy the Sub-Committee that the complaint should be referred for investigation or other action? Should the complainant be told that, unless or until, further information is received, no further action on the complaint will be taken?

➤ **THE SERIOUSNESS OF THE ALLEGED BREACH(ES) OF THE CODE**

Is the matter sufficiently serious to warrant further action or is it fairly minor?

➤ **THE TIME WHEN THE ALLEGED BREACH(ES) OCCURRED**

Has a significant amount of time passed since the occurrence of the event which is now complained about?

➤ **THE MOTIVATION OF THE COMPLAINANT**

Does the complaint appear to be malicious, vexatious, politically motivated or tit-for-tat?

[Notwithstanding the motivation of the complainant, a complaint may still warrant investigation if it is sufficiently serious]

NB An anonymous complaint will only be referred for investigation where the alleged breach appears to be exceptionally serious and there appears to be some documentary evidence to substantiate it.