

Complaints against Members of the County Council

The data on this form is being collected in order to administer and investigate complaints against county councilors. The County Council has a duty under The Localism Act 2011 to have procedures in place to deal with complaints about misconduct.

Our lawful basis for processing is compliance with a legal obligation. The information you give us will be held by the council and will only be used to investigate and respond to your complaint.

The information will normally be held for 8 years from completion of the investigation. Information on your rights in respect of data we hold about you can be found on our [privacy policy](#)

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:	

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

- Member of the public
- An elected or co-opted member of an authority
- Member of Parliament
- Local authority monitoring officer
- Other council officer or authority employee
- Other (please specify):

3. Making your complaint

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

4. Please explain in this section 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.

Only complete this next section if you are requesting that your identity is kept confidential

5. We will normally tell the member that you have made a complaint. If you do not wish us to disclose your name, please indicate why in the following box:

When you have completed this form, please return it to:

Quentin Baker
Chief Legal Officer
Hertfordshire County Council
County Hall
Pegs Lane
Hertford
SG13 8DE

Alternatively, email the form to: quentin.baker@hertfordshire.gov.uk