



## CODE OF CONDUCT PANEL

10 DECEMBER 2024

### SUPPLEMENTARY PAPERS

**TO: ALL MEMBERS OF THE CODE OF CONDUCT PANEL**

The following papers have been added to the agenda for the above meeting.

These were not available for publication with the rest of the agenda.

Kevin Gibbs  
Executive Director: Delivery

	<b>Page No</b>
<b>6. PANEL CONSIDERATION OF COMPLAINT</b>	<b>1 - 2</b>

To include:

1. Presentation of complaint (Monitoring Officer/Investigating Officer)
2. Presentation of subject member's case
3. Summing up
4. Views/submission of the independent person
5. Deliberations of the Code of Conduct Panel
6. Formal announcement of decision

The range of possible sanctions are as follows:

- The Panel recommending that the Council issue a formal Censure towards the Councillor/Co-opted member e.g. through a Motion at a Council meeting
- The Panel publishing its decision by issuing a press release
- The Panel reporting findings to Council for inclusion on Council agenda
- The Panel recommending to the Councillor's group leader (or in the case of "ungrouped" members, recommend to Council or to Committees) that he/she be removed from any or all committees or sub-committees
- The Panel recommending to the Leader of the Council that the Councillor be removed from the Executive, or removed from particular portfolio responsibilities
- The Panel recommending that the Councillor be removed from

any or all outside appointments to which he/she has been appointed or nominated by the Leader of the Council

- The Panel Instructing the Monitoring Officer to arrange appropriate training
- The Panel requiring the Councillor/Co-opted Member to issue a written apology to the complainant in an open letter
- The Panel referring the matter to the party whip in order that the Political group may consider what action to take under its own procedures

# Agenda Item 6

Cllr Mrs Hayes MBE  
Bracknell Forest Council  
Time Square  
Bracknell  
RG12 1JD  
17 December 2024

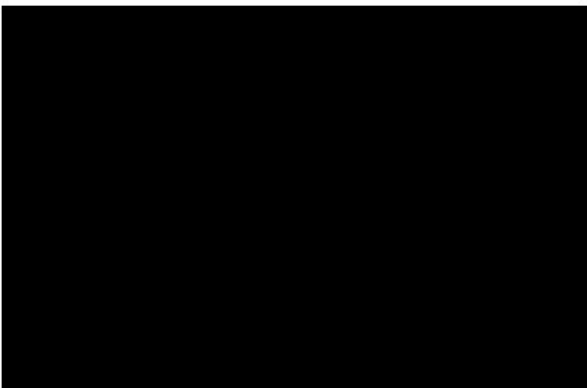
Dear Max

As I believe you know the complaint made on your behalf, was finally referred to a Panel Hearing on the 10<sup>th</sup> December.

The Hearing was in respect of my use of language on that day in March which I had admitted long ago was inappropriate. The offer I had already made to give another apology to that given at the time, was agreed and I am very happy to at last be able to do so.

It was never my intention to cause you, or any others who may have heard me, any distress. I am very sorry if I did so as I had valued our long-standing working relationship and it's not how I would want you to remember me.

I have no idea how you are keeping yourself busy in your retirement, but I wish you and your family all the best for Christmas and the New Year.



Cllr Mrs Hayes MBE  
Bracknell Forest Council  
Time Square  
Bracknell  
RG12 1JD  
17 December 2024

Dear Officer

I am sorry that I can't address this letter to you by name as it's never been given to me. However, I understand that you were present on that day in March when I came into the office to talk to Max.

I believe that you know the complaint made on your behalf, was finally referred to a Panel Hearing on the 10<sup>th</sup> December.

The Hearing was in respect of my use of language on that day and which I had admitted long ago was inappropriate. The offer I had already made to give another apology to that given at the time, was agreed and I am very happy to at last be able to do so.

It was never my intention to cause you, or any others who may have heard me, any distress. I apologise if I did so.

I have no idea who you are, and I fully support you speaking out. I wish you all the best for Christmas and the New Year.

