

Lambeth CPCG Standards

Standards of Behaviour for Members and Visitors at Public Meetings

1. Lambeth CPCG is committed to attaining equal opportunities for all and opposes all forms of unfair discrimination. Everyone will be treated with dignity, respect and the worth of every individual will be recognised. It follows that all Members and Visitors at our public meetings should behave in ways that support that commitment. Abusive contributions generally, and specifically those which denote racism, sexism, ageism, sectarianism, homophobia, or any other behaviour that may bring the Group into disrepute will not be tolerated.
2. Lambeth CPCG is also committed to ensuring that anyone who lives, works or studies in the borough has their opportunity to have their 'Shout' on matters relating to policing and Community Safety.
3. To meet both of these commitments, in the context of Public Meetings, it is important that the meetings are welcoming and effective. It is the role of the Chair of the meeting to ensure that this is so and the responsibility of all Members, and particularly Board members, to support the Chair in achieving this.
4. There are a number of means available to the Chair in this regard, which s/he may use at his/her discretion. Examples are:
 - 4.1. Keeping the meeting to pre-determined timings set on the Agenda;
 - 4.2. Determining who should be called to contribute, for example by calling newcomers first or those who have indicated ahead of the meeting a matter they wish to speak to;
 - 4.3. Limiting the number of contributions an individual may make in the course of a meeting or limiting the extent of contributions generally;
 - 4.4. Determining that a matter raised might more effectively be raised outside the meeting e.g. following up on a personal issue or one which might involve sensitive personal information.
5. The Chair's decisions are to be respected as absolute during the meeting. If a Member or Visitor feels they, or someone else, has been treated unfairly (by the Chair or another Member or Visitor) then they may make a complaint subsequently but they should not disrupt the meeting.

6. If a Member or Visitor persistently ignores these Standards during a meeting, then the Chair has the option to not to call them to contribute, to cut short their contribution or (in extremis) to ask them to leave the meeting.
7. Contributions which are in clear breach of these Standards may be Minuted tersely or not Minuted at all.

Standards of Behaviour for Members Generally

8. On all occasion when Members represent themselves as 'A Member of Lambeth CPCG', they should not behave in any way which might damage the reputation of CPCG.
9. In particular, they should not represent any views which have not been formally agreed by CPCG as being other than their own and they should not represent themselves as having a particular role or office within CPCG if they have not been asked by the Board to undertake such.
10. Members who persistently ignore these Standards will be asked to leave the Membership of CPCG; in the case of affiliated Community and Voluntary Organisations, the organisation shall be asked to nominate a different representative.

Standards for Board Members

11. In fulfilling the role of a Board member one is representing the ethos of Lambeth's CPCG which is one of respect to all communities and individuals and a belief in community building so that ordinary people of all backgrounds and economic status can be empowered.
12. At public meetings and forums the Board members are the hosts and should seek to further the debate rather than dominate it. The Board should also ensure that visitors, whether members or not, are welcome and made comfortable and encouraged to join in the debate.
13. As all Board members are elected by the greater membership respect for each others views and opinions is paramount. In all meetings Board members should respect the Chair and where there has been a Board view arrived at, should not publicly express disagreement. Argument and debate at Board meetings is, however, to be welcomed.

14. Declarations should be made by Board Members of gifts and hospitality, which should only be accepted with caution. For Board members of Lambeth's CPCG this is unlikely to amount to more than a glass of wine at a Mayors inauguration or a cup of coffee with the Borough Commander.
15. As a guidance, alcoholic drinks should not be bought by or for Board members by the police or partnership officers nor should meals be accepted.
16. No member of the Board should ever accept a gift, food or drink from any member of the public whom the CPCG is dealing with in relation to a complaint or other professional matter.
17. Records of legitimate expenses incurred on CPCG business and attendance at conferences as agreed by the Board will be maintained by the Administrator and/or Honorary Comptroller.
18. Board Members are required to make a declaration of interests which will be recorded in a Register of Interests and it is Board Members' individual responsibility to ensure that their own entries are up to date.
19. The purpose of the Register is not to only indicate a possible pecuniary advantage but to give some indication to members and to the public of where a Board Members interests lie. Thus, there is absolutely no problem about having membership of a political party (other than those which are manifestly in contravention of CPCG Equalities Aims –see 1 above) but it is an indication to colleagues and others that one has a view on political matters that will quite properly colour one's approach to some issues, such as immigration or taxation.
20. Conversely, what one does for a job is not necessarily relevant unless that work receives local authority funding or funding from the broader Safer Lambeth Partnership (NHS Lambeth, Crime and Disorder Partnership , MPS etc.)
21. Members elected to the CPCG Board should be prepared to submit to a CRB check.

Complaints

22. Any Member of CPCG, including Board Members, who feels that these Standards have not been properly adhered to or that they, or someone else, has been treated unfairly in their application, may choose to make a complaint.

23. In all cases, the procedure will be:
- 23.1. Any complaint should be made in writing to the Chair and will be acknowledged within 5 working days, setting out the next steps.
 - 23.2. The Chair will ask two Board Members, ideally who have no particular connection with the matter being complained about, to investigate the complaint and to complete their investigation within one calendar month. The manner of their investigation is at their discretion.
 - 23.3. The investigating Board Members will include in their report recommendations for resolving the complaint, which will be made to the involved parties. Should the recommendations include some sanction which can only be applied by the Board (e.g. exclusion from Membership) then they shall also be communicated to a sub-group of the Board which will not include the Chair.
 - 23.4. In the event that one or more of the involved parties does not wish to accept the recommendations, then the complaint will move to Appeal.
24. The Appeal, to which any of the parties may make representations, will be considered by a group of Board Members not included in any sub-group which had first seen the recommendations, and this Appeal Group will include the Chair.
25. The decision of the Appeal Group will be final.