

Examples of Gross Misconduct

It is impossible to list every type of act, which would result in disciplinary action for gross misconduct. The examples of gross misconduct below are given so that all council employees have a general understanding of the type of act, which would result in such action.

1. Serious failure to comply with or apply the council's Diversity or related policies.
2. Serious acts of discrimination, harassment, bullying, the making of remarks, or verbal abuse against employees, council Members, clients or members of the public on the grounds of race, colour, nationality or ethnic or national origins, age, use of mental health services, sex, marital status, religious belief, sexual orientation or disability. The display, or use within the workplace of any literature or material that could seriously and adversely affect the dignity of others. Something can still be considered harassment even if the alleged harasser didn't mean for it to be. It doesn't have to be intentionally directed at a specific person.
3. Serious breach of the Code of Conduct.
4. Grossly inadequate standards of work due to negligence or wilful failure to perform.
5. Serious negligence, which causes unacceptable loss, damage or injury.
6. Serious acts of insubordination.
7. Culpable lack of care towards clients, including serious breaches of statutory and council policies on safeguarding children and vulnerable adults.
8. Serious incapability through abuse of alcohol or drugs (subject to use of the council's policy for dealing with employees suffering from alcohol or drug misuse when appropriate).
9. Sexual misconduct at work.
10. Sexual offences.
11. Domestic violence towards other family members where this makes the employee unsuitable to continue in his/her employment with the Council, e.g. s/he works with children and/or vulnerable adults.
12. Falsification of qualifications which are a statutory or essential requirement of employment or which allow the employee to succeed in getting another job with the council or which result in additional remuneration.
13. Falsification of council documents/forms e.g. attendance sheets, bonus sheets, subsistence and expense claims, application forms completed by Brent staff, etc.
14. Acceptance of bribes or other corrupt practices, such as improper use of an official position for private gain or the private gain of some other person
15. Serious breach of financial regulations, standing orders or other corporate standards including fraudulent activity and/or financial irregularity.

16. Unauthorised use and/or disclosure of confidential information relating to the business of the council, its members and employees or the members of the public with whom it has dealings.
17. Unauthorised removal, possession or use of property belonging to the council, its members, an employee, client or member of the public.
18. Theft of property belonging to the council, its members, an employee, client or member of the public, including Housing Benefit and Council Tax Benefit fraud.
19. Wilfully causing serious damage to the property of the council, its members, its employees, its clients or the public.
20. Serious breaches of safety policies or practices including deliberate damage to or misappropriation of safety equipment endangering other people.
21. Acts of violence including the physical assault of and serious threatening or abusive behaviour towards an employee, council member, client or member of the public.
22. Committing a criminal offence unconnected with the council but which makes the employee unsuitable for continued employment with the council, e.g. committing an offence of dishonesty against another public sector body such as another local authority, the Department of Work and Pensions or the National Health Service.
23. Undertaking unauthorised paid work during paid council time or during any period of sickness absence.
24. Unauthorised or inappropriate use of software and related IT equipment, including processing, storing or transmitting offensive, pornographic or libellous material via email, the internet or the intranet.
25. Any action, which brings or could bring the council and its reputation into disrepute.
26. Any conduct which conflicts with, or detrimentally affects the council's interest, or in any way weakens the confidence of the council or the public in the employee. An employee's wilful non-payment of monies owed by them to the council would fall into this category. (For example, the employee could afford to but did not pay Council Tax or housing rent and had no reasonable grounds to believe that the Council Tax/housing rent were not due to the council.
27. Failure to report to an appropriate council manager or to take appropriate managerial action on knowledge of serious malpractice or wrong doing by others, where that wrong doing or malpractice relates to the business of the council, its members and employees or members of the public with whom the council has dealings.
28. Serious acts of malicious falsehood i.e. – knowingly spreading in bad faith information that is false about the council, its members, employees, clients or members of the public with whom it has dealings.