



HILLINGDON
LONDON



Standards Committee

Councillors on the Committee

Councillors Riley (Chairman),
Denys (Vice Chairman),
Corthorne and
Duncan

Date: MONDAY, 6 MARCH 2017

Time: 7.00 PM

Venue: COMMITTEE ROOM 2 -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE UB8
1UW

**Meeting
Details:** Members of the Public and
Press are welcome to attend
this meeting

Published: Friday, 24 February 2017

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This Agenda is available online at:
<http://modgov-int.hillingdon.gov.uk/mgCommitteeDetails.aspx?ID=122>

Putting our residents first

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Agenda

- 1 Apologies for Absence
- 2 Minutes
To approve the minutes of the meeting of the Committee held on 7 March and 12 May 2016 (*attached*)
- 3 Declarations of Interest
To note any declarations of interest in any matter before the Committee
- 4 Confirmation that all items marked Part I will be considered in public and those marked Part II, in private

PART I

- 5 Standards and Ethics Indicators

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Minutes

Standards Committee

Monday, 7 March 2016

**Meeting held at Committee Room 3 - Civic Centre,
High Street, Uxbridge UB8 1UW**



Published on: 10 March 2016

Come into effect on: Immediately

Members Present: Councillors Lewis (Vice-Chairman in the Chair), Corthorne and Oswell.

Officers Present: Messrs Alagh and White

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from the Chairman (Councillor Riley) and Councillor Khursheed (for whom Councillor Oswell was substituting).

2. MINUTES

RESOLVED: That the minutes of the meetings of the Committee held on 9 March and 14 May 2015 be taken as read and confirmed.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION THAT ALL ITEMS MARKED PART I WILL BE CONSIDERED IN PUBLIC AND THOSE MARKED PART II, IN PRIVATE

5. STANDARDS & ETHICS INDICATORS

The Committee considered the annual report detailing a range of standards and ethics indicators for the authority for the previous 12 months.

RESOLVED: That the report be noted.

6. APPOINTMENT OF INDEPENDENT PERSON

Members were reminded that, in accordance with the provisions of the Localism Act 2011, the Council was required to have in place arrangements under which, firstly, complaints against Members and co-opted members could be investigated and, secondly decisions on complaints could be made. As a part of that process the Council was required to appoint at least one 'Independent Person'. Although not a member of the Standards Committee, the Independent Person's views were to be sought and taken into account by the Committee when considering complaints about the conduct of a Member or co-opted member of the authority.

Following a selection process conducted by the Committee, Council in July 2013, had formally appointed Mr David Smith to the position of Standards Committee Independent Person for a 3 year period to July 2016.

Members now considered a recommendation to Council for the appointment of an independent person for the three year period from July 2016 and considered Mr Smith to be a fit and proper person to continue in that role.

RESOLVED: That Council be recommended to extend the period of appointment of Mr David Smith as Independent Person for a further three years to June 2019.

The meeting, which began at 7pm, concluded at 7.10pm.

Minutes

STANDARDS COMMITTEE

12 May 2016

Meeting held at Council Chamber - Civic Centre,
High Street, Uxbridge UB8 1UW



	Committee Members Present: Councillors John Riley (Chairman), Nick Denys (Vice-Chairman), Philip Corthorne and Janet Duncan
1.	ELECTION OF CHAIRMAN (<i>Agenda Item 1</i>) RESOLVED: That Councillor John Riley be elected as Chairman of the Standards Committee for the 2016/2017 municipal year.
2.	ELECTION OF VICE CHAIRMAN (<i>Agenda Item 2</i>) RESOLVED: That Councillor Nick Denys be elected as Vice Chairman of the Standards Committee for the 2016/2017 municipal year.
	The meeting, which commenced at 9.05 pm, closed at 9.10 pm.

These are the minutes of the above meeting. For more information on any of the resolutions please contact Lloyd White on 01895 556743. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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STANDARDS AND ETHICS INDICATORS

Reporting Officer: Lloyd White, Head of Democratic Services

SUMMARY

This report sets out summary information on a range of topics, by which to gauge the corporate the health of the Authority in relation to Standards and Ethics.

RECOMMENDATION: That the report be noted.

INFORMATION

The Committee has agreed to receive regular reports on a range of standards and ethics indicators and presenting this information in the public arena will demonstrate that the Council is conducting its business in a lawful, transparent manner and that any transgressions are dealt with according to due process. The figures below relate to the calendar year 2015.

1. Audit Commission public interest reports:

Nil.

2. Whistle-blowing incidents reported:

Nil

3. Challenges to procurement decisions:

One

4. Employment Tribunal (ET) and Employment Appeal Tribunal (EAT) Cases Received and/or Settled and/or Ongoing:

In 2016, 7 ET cases were considered / ongoing of which;

- 1 claim was withdrawn by the Claimant relating to;
Unfair dismissal
- 2 claims were settled relating to;
Unfair dismissal and disability discrimination
Age discrimination & breach of TUPE regulations
- 4 ET cases are live or ongoing, relating to;
Unfair dismissal, harassment, victimisation and disability discrimination
Unfair dismissal and race discrimination
Unfair dismissal and disability discrimination
Discrimination by perception of sexual orientation, discrimination by association, race discrimination, harassment under the Equality Act and victimisation

Schools Cases

In 2016, 3 ETs were considered and are still ongoing in relation to;

Unfair constructive dismissal and race discrimination

Unfair dismissal and disability discrimination

Discrimination on the grounds of race and religion

5. Officer Declarations:

i) Declarations of Interest in relation to Council contracts

Date	Details of interest, contract, etc:	Department / Team
04.02.16	Officer's brother receives Housing Benefit and care package.	Adult Social Care
17.03.16	Officer completed Right To Buy on former Council Property	Legal Services
07.06.16	Officer has applied to place Grandmother into Extra Care Housing Accommodation with Hillingdon Council, which is supported independent living with 24 hour carers (for residents with dementia). Rent to be paid by Grandmother. The care package will be funded by current local authority South Bucks. However as the Council be still be involved in providing a service to officer's grandmother, declaration to be made, as Grandmother will be a service user of a contract held with the Council.	Legal Services
24.06.16	Officer's father has recently been admitted to a residential care home, Ogilvy Court in Wembley.	Resident Services Technical & Admin Support
27.06.16	Officer is the Treasurer of St Matthews Church Yiewsley. A ward grant was issued to St Matthew's in January 2016 for £1k to support a new Food Bank project. The Foodbank Service is in the process of being set up as a separate charity but the funding was needed to enable the set up to happen. From April 2016 a Debt Advice Service, which is run by Bell Farm Christian Centre, opened at St Matthews Church. Officer does not have any direct involvement with the financing of this project, this is funded by Hillingdon Community Trust but LBH do fund Bell Farm Christian Centre for various projects.	Admin & Finance Operational Finance
26.09.16	New family business that will basically render services in the area of training (financial management & ICT), finance, bookkeeping and tax.	Finance

ii) **Declarations of Gifts and Hospitality:**

The Council's Golden Rules on gifts and hospitality require Corporate Directors to keep a register of declarations made by staff and for an annual report to be made to Management Team. The summary of declarations for 2015 by Directorate is set out below:

Administration & Finance – Total of 22 declarations (20 in 2015):

- 12 offers of hospitality and 10 of gifts
- 6 offers in total were declined.
- 4 gifts were donated to the Mayor's charity.
- The majority of gifts were token thank you gifts (confectionary etc).
- The hospitality offers were either working events or thank you gifts.

Residents Services – Total of 21 declarations (17 in 2015):

- 10 offers of hospitality and 11 of gifts.
- 6 offers in total were declined.
- 6 gifts were donated to the Mayor's charity.
- The majority of gifts were thank you, token gifts.
- The majority of hospitality offers were working lunches or industry events.

Social Care – Total of 6 declarations (6 in 2015)

- 6 offers of gifts
- 0 offers were declined.
- 3 gifts were donated to the Mayor's charity.
- The majority of gifts were thank you gifts of relatively minor value.

6. **Member Declarations**

i) **Declarations of Interest made by Members at Meetings:**

Note: A Member with a *pecuniary* interest in any matter being considered must declare that interest, not speak or vote on the item and leave the meeting. A Member with a *non-pecuniary* interest must declare that interest but may remain in the meeting, speak and vote. If, however, a member of the public, knowing all the relevant facts, would view the non-pecuniary interest as so significant that it is likely to prejudice the Member's judgment of the public interest, then that Member must declare that interest, not speak or vote on the item and must leave the room whilst that item is being considered.

Councillor Ahmad-Wallana:

- 9 March 2016 - Central & South Planning Committee - 27A & B Daleham Drive - Non Pecuniary

Councillor Allen: Nil

Councillor Barnes: Nil

Councillor Bianco: Nil

Councillor Birah: Nil

Councillor Bridges: Nil

Councillor Burles: Nil

Councillor Burrows: Nil

Councillor Chamdal: Nil

Councillor Chapman: Nil

Councillor G.Cooper:

- 22 September 2016 - Audit Committee - External Audit Report on the Pension Fund Annual Report and Accounts 2015/16 - Non Pecuniary as a contributor to the Local Government Pension Scheme. Remained in the room during discussion on the item.

Councillor J.Cooper: Nil

Councillor Corthorne: Nil

Councillor Crowe: Nil

Councillor Curling:

- 3 March 2016 - Major Applications Planning Committee - Non Pecuniary - Fassnidge Memorial Trust Trustee
- 11th May 2016 - Major Applications Planning Committee - Ash Grove Open Space, Ash Grove, Harefield - Non Pecuniary - Governor of Harefield Academy. Remained in the room during discussion of the item.

Councillor Dann: Nil

Councillor Davis: Nil

Councillor Denys: Nil

Councillor Dheer: Nil

Councillor Dhillon:

- 19 April 2016 - Central & South Planning Committee - 17 Maylands Drive, Uxbridge -Non Pecuniary. Left the room during its discussion.

Councillor Dhot: Nil

Councillor Duducu: Nil

Councillor Duncan:

- 21 June 2016 - Major Applications Planning Committee - 6 Old Coal Depot - Non Pecuniary as a member of the Garden City Estate Residents' Association that was opposing the application. Left the room during consideration of the item.
- 13 December 2016 - Central & South Planning Committee - 40 Frays Avenue, West Drayton - Non Pecuniary as lives on the same road as the application.

Councillor East: Nil

Councillor Edwards: Nil

Councillor Eginton:

- 22 September 2016 - Audit Committee - External Audit Report on the Pension Fund Annual Report and Accounts 2015/16 - Non Pecuniary as a retired member of the Local Government Pension Scheme. Remained in the room during discussion on the item.

Councillor Flynn: Nil

Councillor Fyfe: Nil

Councillor Gardner: Nil

Councillor Garg: Nil

Councillor Gilham:

- 15 June 2016 - Petition Hearing, Cabinet Member for Planning, Transportation and Recycling - Request for a Parking Management Scheme in Ruffle Close, West Drayton - Non Pecuniary as owned a property in the road. Remained in the room during the discussion and decision on the matter.

Councillor Graham: Nil

Councillor Haggart:

- 16 March 2016 - Children, Young People and Learning Policy Overview Committee - Single Meeting Review Witness Session - Non Pecuniary, due to family circumstances.

Councillor Hensley: Nil

Councillor Higgins:

- 12 April 2016 - North Planning Committee - The Old Orchard, Park Lane, Harefield - Non Pecuniary as a customer of the premises. Remained in the room.
- 11 May 2016 - Major Applications Planning Committee - Ash Grove Open Space, Ash Grove, Harefield. Non Pecuniary. Left the room during discussion of the item
- 15 December 2016 - Executive Scrutiny Committee - Consideration of any Call-Ins - Non Pecuniary as a Trustee of the Hillingdon Outdoors Activity Centre. Remained in the room during the discussion on the item, which was not subject to call-in.

Councillor Jackson: Nil

Councillor Jarjussey: Nil

Councillor Kauffman: Nil

Councillor Kelly: Nil

Councillor Khatra: Nil

Councillor Khursheed: Nil

Councillor Lakhmana:

- 8 September 2016 - Council - Motions - Pecuniary as worked at Heathrow airport. Left the room during the consideration thereof.

Councillor Lavery: Nil

Councillor Lewis: Nil

Councillor Markham: Nil

Councillor Melvin: Nil

Councillor D.Mills:

- 17 March 2016 - Cabinet - Social Services, Housing and Public Health Policy Overview Committee Review: Raising Standards in Private Rented Sector Accommodation - Non Pecuniary - as a property landlord. Remained in the room during the discussion and voting on the item.

Councillor R.Mills: Nil

Councillor Money: Nil

Councillor Morgan:

- 3 March 2016 - Major Applications Planning Committee - Non Pecuniary - Fassnidge Memorial Trust Trustee
- 24 August 2016 - Major Applications Planning Committee - Ruislip Lido, Reservoir Road, Ruislip - Non Pecuniary as a user of the Ruislip Lido Swimming Pool.

Councillor Morse:

- 18 May 2016 - Central & South Planning Committee - Brunel University, Kingston Lane - Pecuniary as an employee of the University. Left the room during discussion of the items.

Councillor Nelson: Nil

Councillor O'Brien: Nil

Councillor Oswell: Nil

Councillor Palmer: Nil

Councillor Puddifoot: Nil

Councillor Riley: Nil

Councillor Sansarpuri: Nil

Councillor Seaman-Digby:

- 22 September 2016 - Audit Committee - External Audit Report on the Pension Fund Annual Report and Accounts 2015/16 - Non Pecuniary as a deferred member of the Local Government Pension Scheme. Remained in the room during discussion on the item.

Councillor Simmonds: Nil

Councillor Singh: Nil

Councillor Stead:

- 19 April 2016 - Central & South Planning Committee - Pield Heath Garden Centre, Pield Heath Road, Hillingdon - Non Pecuniary. Left the room during discussion.

Councillor Sweeting: Nil

Councillor White: Nil

Councillor Yarrow:

- 3 March 2016 - Major Applications Planning Committee - Non Pecuniary - Fassnidge Memorial Trust Trustee
- 19 April 2016 - Central & South Planning Committee - 17 Maylands Drive, Uxbridge -Non Pecuniary. Left the room during its discussion.

ii) Declarations of Gifts and Hospitality:

In 2016, 7 declarations (16 in 2015) were received from:

Councillor Corthorne:

- 22.01.16 - Ruislip Manor Cottage Society Dinner - £40 - accepted
- 05.07.16 - LAPF - Investment Awards Dinner - £40 - declined

Councillor R.Mills:

- 03.01.16 - Jackpot Joy - Lakeside Darts Tickets - £63 - accepted
- 27.05.16 - Uxbridge Sports Club - ticket for Middlesex vs Hampshire - £40 - accepted.

Councillor Simmonds:

- 13.06.16 - Tim Loughton MP - Lunch at House of Commons - accepted
- 06.07.16 - Westco - Dinner at LGA conference - accepted
- 19.12.16 - Lunch at Sofitel Hotel, Heathrow - Arora Int. plc - £30 - accepted

7. Ombudsman complaints received/settled

Stage 3 complaints and complaints to the Local Government Ombudsman (LGO) continue to be dealt with within required timescales and in accordance with the Council's Corporate Complaints Policy.

The Policy was reviewed and updated by Cabinet in 2015 with the result that the process has been slightly streamlined and made more efficient for complainants, with less time spent on complaints about 'policy' or complaints that could be labelled frivolous. Statistically:

Stage 3

2014 total = 60 (10 upheld or partially upheld)

2015 total = 42 (9 upheld or partially upheld)

2016 total = 11 (2 upheld or partially upheld)

LGO

In 2016 47 complaints to the Local Government Ombudsman were processed (54 in 2015) as follows:

Service area	Cause for complaint	Start date of complaint with LGO	Outcome
Homeless Prevention	Poor service	17/05/16	Not Upheld
Homelessness	Poor Service	31/08/16	Not Upheld
Homelessness	Poor Service	05/10/16	Not Upheld
Homelessness	Poor Service	14/10/16	Not Upheld
Homelessness	Poor Service	25/11/16	Not Upheld
Housing Needs	Poor Service	14/04/16	Not Upheld
Housing Needs	Poor Service	21/03/16	Not Upheld
Housing Needs	Poor Service	22/04/16	Partially Upheld
Housing Needs	Poor Service	29/04/16	Not Upheld
Housing Needs	Poor Service	02/09/16	Not Upheld
Housing Needs	Poor Service	04/07/16	Not Upheld
Housing Needs	Poor Service	20/12/16	Not Upheld
Housing Needs	Poor Service	30/08/16	Not Upheld
Lettings Team	Poor Service	11/03/16	Not Upheld
Programme & Asset Management Team	Poor Service	28/07/16	Upheld
Rent arrears	Poor Service	18/08/16	Not Upheld
Repairs Service	Poor Service	15/11/16	Out of Jurisdiction
Repairs Service	Poor Service	20/09/16	Out of Jurisdiction
Right to buy scheme	Poor Service	03/10/16	Out of Jurisdiction

Council Tax/Housing Benefit

Service area	Cause for complaint	Start date of complaint with LGO	Outcome
Council Tax	Poor Service	27/04/16	Not Upheld
Council Tax	Poor Service	06/07/16	Not Upheld

Adults

Service area	Start date of complaint with LGO	Outcome
All Age Disabilities	27/03/15	Not Upheld
All Age Disabilities	26/10/15	Upheld
Children with Disabilities Team	09/09/15	Partially Upheld
Children with Disabilities Team	12/02/16	Not Upheld
Safeguarding, Quality and Performance	18/12/15	Partially Upheld
Safeguarding, Quality and Performance	27/01/16	Not Upheld
Transport Services	17/10/16	Not Upheld
West	19/04/16	Not Upheld

CYPS

Service area	Cause of complaint	Start date of complaint with LGO	Outcome
Adoption and Fostering	Poor Service	14/09/16	Not Upheld
Adoption and Fostering	Poor Service	02/09/16	Out of Jurisdiction

Resident Services (apart from Housing)

Service area	Cause of complaint	Start date of complaint with LGO	Outcome
Highways	Poor Service	06/12/16	Not Upheld
Green Spaces	Poor Service	30/12/16	Not Upheld
Planning	Poor Service	22/09/16	Did not investigate
Highways	Poor Service	16/12/16	Did not investigate
Planning	Poor Service	03/05/16	Did not Investigate
Planning	Poor Service	24/10/16	Did not Investigate
Planning	Poor Service	30/11/16	Did not Investigate
Highways	Poor Service	13/10/16	Did not investigate
Building Control	Poor Service	09/12/16	Did not investigate
Parking	Poor Service	23/06/16	Did not investigate
Parking	Poor Service	08/08/16	Upheld - £300 paid
CCTV monitoring School Keep Clear	Poor Service	13/12/16	Not Upheld
Green Spaces	Poor Service	27/07/16	Not Upheld
Planning	Poor Service	14/09/16	Not Upheld
Green Spaces	Poor Service	2/11/16	Did not investigate