

3. Your details

Please provide us with your name and contact details. **Please note** that your address and contact details will not usually be released unless necessary or to deal with your complaint.

However, we will tell the following people that you have made this complaint:

- the Council Member(s) you are complaining about.
- the Monitoring Officer and Deputy Monitoring Officer of the Council.

We will tell them your name and give them a summary of your complaint. We will give them full details of your complaint where necessary or appropriate to be able to deal with it. If you have serious concerns about this information being released then please complete section 5 of this form.

Title:	COUNCILLOR
First name:	JANET
Last name:	DUNCAN
Address:	LABOUR GROUP OFFICE L.B. HILLINGDON CIVIC CENTRE HIGH STREET UXBRIDGE UB8 1UW
Daytime telephone:	01895 250780
Evening telephone:	01895 230992
Mobile telephone:	
Email address:	JDuncan2@hillingdon.gov.uk

Please tell us which describes you best:

- Member of the public
- An elected or co-opted Member of a local authority
- An independent member of the standards committee
- Member of Parliament
- Local authority Monitoring Officer
- Other council officer or authority employee
- Other ()

4. Your Complaint

Please provide us with the name of the Council Member(s) you believe have breached the Code of Conduct.

Title	First name	Last name
CLLR	ANITA	MACDONALD

Please explain in the next section (or on separate sheets) 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.

It is important that you provide all the information you wish to have taken into account when consideration is given to any action on your complaint. For example:

- You should be specific, wherever possible, about exactly what you are alleging the Member said or did. For instance, instead of writing that the Member insulted you, you should state what it was they said.
- You should provide the dates of the alleged incidents wherever possible. If you cannot provide exact dates it is important to give a general timeframe.
- You should confirm whether there are any witnesses to the alleged mis-conduct and provide their names and contact details if possible.
- You should provide any relevant background information or supporting documentation.

Please provide us with the details of your complaint. Continue on a separate sheet if there is not enough space on this form.

*PLEASE SEE SEPARATE STATEMENT
AND APPENDICES ATTACHED.*

Statement by Councillor Janet Duncan of Details of Complaint

1. Councillor Khursheed, as Leader of the Labour Group, referred an e-mail to me on 21 June 2011 that he had received from Councillor Anita Macdonald which is self-explanatory (see Appendix 1).
2. I responded to Cllr Macdonald sending her a cheque by first class post on 21 June to minimise any delay (see Appendix 2).
3. Cllr Macdonald e-mailed back on 21 June raising the matter of her contributions to the Group Fund and the administration and use of Group Funds (see Appendix 3).
4. I also replied on 21 June setting out the situation regarding the matters she had raised (see Appendix 4).
5. I then received a response from Cllr MacDonald in which she made a libellous and untrue statement about me and also a former Labour Group Leader, Rod Marshall which she copied to all Labour councillors and the Labour Secretariat thus involving officers and the whole group in a matter I regarded as confidential (see Appendix 5).
6. Before I had seen it and responded Cllr Gardner queried whether Cllr Macdonald had included all Labour councillors by mistake (see Appendix 6).
7. Councillor Macdonald replied copying everyone in and making clear that she had deliberately sent the e-mail to the whole group (see Appendix 7).
8. I could not let such a libellous statement be made against myself or a former Labour Leader unchallenged and therefore had to issue a statement of denial which I sent to all Labour councillors (see Appendix 8).
9. Councillor MacDonald then responded with an even more vicious attack on me (see Appendix 9).
10. The attack on me was completely unprovoked as I was trying to help her. There is no truth in the accusations made against me and I have been shocked and sickened by the malice and viciousness of her attack.
11. I think Cllr MacDonald's behaviour is contrary to the Members' Code of Conduct particularly **Para 3 (1) You must treat others with respect**. Not only was I not treated with respect but I was subjected to a vicious, unprovoked attack.
12. Her behaviour was also contrary to Paragraph 3[2] [b] of the Code of Conduct which states that **You must not bully any person**. From the

training which I have received in relation to the Code, I understand that bullying may be characterised as offensive, intimidating, malicious, insulting or humiliating behaviour. Furthermore, bullying behaviour attempts to undermine an individual. You will see from Councillor MacDonald's e-mails that she initiated the attack on me, that it was unprovoked, offensive and malicious and calculated to, not only intimidate me, but also to harm me personally and my good name and reputation within the Labour Group. I also feel that by copying two of her e-mails (see Appendices 5,7 and 9), to all Members of the Labour Group, Cllr MacDonald deliberately tried to undermine me, particularly as I hold the position of Chief Whip in the Group

13. I also consider that her behaviour is contrary to **Para 5 You must not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute.** Members are required to act in accordance with the ten general principles of public life which include honesty and respect for others. She has lied about me to all the members of the Labour Group and without any respect for me or them. Her behaviour and manner has been malicious and bullying and this is conduct which anyone would regard as bringing her office as a councillor into disrepute.
14. Cllr Macdonald was not re-elected as Deputy Leader at the Labour Group AGM in May and clearly she has had difficulty in coming to terms with this and is blaming all around her rather than looking at herself.
15. I have never been subjected to such treatment by anyone and very much regret that I have been forced into a position where I must bring this complaint against a member of my own group in order to protect not only myself but the standards in public life that I have strived to uphold both as a former officer and now as a councillor for almost 50 years.

Please see Appendices 1 to 9 attached. As Appendices 8 and 9 are difficult to read in such small text they have been copied into Word for ease of reading.

Cllr Janet Duncan - Fwd: allowances

From: Cllr Mo Khursheed
To: Cllr Janet Duncan
Date: 21/06/2011 13:32
Subject: Fwd: allowances

For your action please.

Cheers,

Cllr Mohammed Khursheed
Leader of the Opposition
Labour Group Offices
Phase 2
Civic Centre
Uxbridge
UB8 1UW

Tel: 01895 250780
Mob: 07956 361828
Email: mkhursheed@hillingdon.gov.uk

>>> Anita MacDonald <anitamacdonald@live.co.uk> 15/06/2011 13:22 >>>
Dear Mo,

Re: Drop in allowances

Please could the group reimburse me for the first 12 days of last month, and also for the £25 extra (or pro rata), charged to me in May by the group fund.

I am in the same situation as others who have gone before, my house is about to be repossessed, as my allowances have now halved. This is obviously not the group's problem, but I may have to move altogether in order to make ends meet, so it would be good if this could be settled quickly.

Thank you

Anita

Cllr Janet Duncan - Re: allowances

From: Cllr Janet Duncan
To: Anita MacDonald; Cllr Mo Khursheed
Date: 21/06/2011 14:35
Subject: Re: allowances

Dear Anita

I am sorry to hear of the difficulties you are experiencing and hope they can be resolved for you soon.

I believe Payroll is sorting out the allowances payment for the first days of last month but I am happy to reimburse the £25 you paid into the Group Fund for May and will be sending you a cheque for this amount by today's post.

Kind Regards

Janet

>>> Anita MacDonald <anitamacdonald@live.co.uk> 15/06/2011 13:22 >>>
Dear Mo,

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Thank you

Anita

Cllr Janet Duncan - Re: allowances

From: Anita MacDonald <anitamacdonald@live.co.uk>
To: "Cllr Janet Duncan" <jduncan2@Hillingdon.Gov.UK>
Date: 21/06/2011 15:59
Subject: Re: allowances
CC: <labourgrouppcouncillors@hillingdon.gov.uk>

Dear Janet,

Thanks for reimbursing the cheque for £25, it is much appreciated. I also mentioned to the Leader I would like to suspend paying the voluntary contribution into the group fund, but will continue to pay the mandatory ALC sub whatever percentage is necessary, please let me know.

My reasons for this have always been clear, although I only ever mentioned it to one person in confidence pre-May 2011.

I gather that then became part of the whispered campaign of criticism of me when in Post as Deputy Leader. Some group members may secretly sympathise with my position on this, as they do not see the group fund as being handled with transparency or care at present.

We need to see (not hear about) line by line group accounts as presented to the Inland Revenue, and we could start by delivering our own leaflets, ensuring that every penny in the fund is properly accounted for. It is also important that the group decides how to spend the fund, and that it is not treated as a slush fund.

Obviously I have always paid into the fund since my election in 2006, despite sometimes experiencing extreme hardship. Since then, I have never seen line by line accounts, and once I have seen a sum total of accounts in five years.

However, I consider that since we have a new executive, including yourself, perhaps they could have a closer look at the accounts and ensure everything is in order. After that, pending a positive health check by an external auditor, who does not know anyone on the group in person, I will be happy to recommence payments.

Kind regards

Anita MacDonald

Cllr Janet Duncan - Re: allowances

From: Cllr Janet Duncan
To: Anita MacDonald
Date: 21/06/2011 18:58
Subject: Re: allowances

Dear Anita

Thank you for your message. The cheque has been sent with a first class stamp so hopefully you should receive it tomorrow.

Regarding contributions to the Group fund they are subject to Labour Party rules, as you may know, and we are all required to pay into the Group Fund at the rate agreed by the Group each year. This year the Group agreed to continue contributions at the same rate as last year as there has been no increase in allowances. They are not, therefore, voluntary contributions in the sense of being entirely at an individual member's discretion I'm afraid.

I have checked the situation with the Labour Party, who are getting back to me on this, to see if there has been any amendment to this rule. I will let you know what the position is as soon as I hear but would advise you not to cease contributions until we have this information.

I have not heard what your reasons for suspending payment may be and have not heard about them from anyone else.

I see that you would like the Group Fund to be audited by an external auditor and given a positive health check. The Group Fund has always been externally audited by an independent auditor agreed by the Group. I will ask the Group to agree that again this year but this time put the suggestion you make of it being someone not known to any Group member.

I will examine the Group Fund accounts and see that everything is in order both now and in future.

The Fund, when originally established, was used for many different purposes, including contributions to causes, individuals etc. until a constitution was drawn up and agreed by the Group. This restricted expenditure of the Group Fund for very limited proscribed purposes. Since the constitution was agreed the Group has always decided how it wishes to spend the money as a Group within these proscribed limits as far as I am aware.

Regarding the Group delivering leaflets we have done this in the past with mixed results. It would be a Group decision whether we do this or not again and you may wish to raise it as an item for discussion at a future Group meeting.

Kind Regards

Janet

>>> Anita MacDonald anitamacdonald@live.co.uk> 21/06/2011 15:58 >>

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Kind regards

Anita MacDonald

Cllr Janet Duncan - Re: allowances

From: Anita MacDonald <anitamacdonald@live.co.uk>
To: Cllr Janet Duncan <jduncan2@Hillingdon.Gov.UK>
Date: 22/06/2011 09:44
Subject: Re: allowances
CC: <labourcouncillors@hillingdon.gov.uk>

Dear Janet,

Dear Janet,

Thank you for that message. I already checked with the Labour Party and they told me that only the ALC subs are compulsory, the group cannot make a decision on allowances given to an individual; they can only advise that certain contributions may be paid. Such contributions should be on an equal level, eg the Leaders contribution should be much greater, given the £32k per year allowance. Cde Curling already took this idea to the group, but it was put on the backburner.

Secondly, I was told by a member of the group that you spoke to them and others in the office about me threatening to suspend my payments to the group fund. (This was pre-agm, so you must have been told about it by the one person I had confided in. Then it was used against me.)

To which that member replied to you that you did it during the time that Rod Marshall was the Leader, as you considered it to be his personal slush fund. I consider the same to be the case now.

I would appreciate a telephone call with you to discuss further as there obviously is much you have not been made aware of.

Kind regards

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Kind regards

Anita MacDonald

APPENDIX 6

From: Cllr Janet Gardner
To: JDuncan2@Hillingdon.Gov.UK,anitamacdonald@live.co.uk
CC: Labour Councillors@Hillingdon.Gov.UK
Date: 22/06/2011 09:53
Subject: Re: allowances

Dear Anita,
I presume you copied us all in by mistake.
Clearly this is an issue you have with the Chief Whip Janet Duncan, not the rest of the group.
Janet Gardner.

>>> Anita MacDonald <anitamacdonald@live.co.uk> 22/06/11 9:44 AM >>>
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> Regarding the Group delivering leaflets we have done this in the past with mixed results. It would be a Group decision whether we do this or not again and you may wish to raise it as an item for discussion at a future Group meeting.

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Clr Janet Duncan - RE: allowances

From: anita macdonald <anitamacdonald@live.co.uk>
To: <jgardner@hillingdon.gov.uk>, <jduncan2@hillingdon.gov.uk>
Date: 22/06/2011 13:19
Subject: RE: allowances
CC: <pete.curling@blueyonder.co.uk>, <asandhu@hillingdon.gov.uk>, <beulaheast@hillingdon.gov.uk>, "clramacdonald@hillingdon.gov.uk" <clramacdonald@hillingdon.gov.uk>, <dallam@hillingdon.gov.uk>, <jdhillon@hillingdon.gov.uk>, <jmajor@hillingdon.gov.uk>, <jnelson@hillingdon.gov.uk>, <klakhmana@hillingdon.gov.uk>, <labourgrousecretariat@hillingdon.gov.uk>, <lallen@hillingdon.gov.uk>, <lbliss@hillingdon.gov.uk>, <mkhursheed@hillingdon.gov.uk>, <pharmsworth@hillingdon.gov.uk>, <pjarjussey@hillingdon.gov.uk>, <rghei@hillingdon.gov.uk>, <rsansarpuri@hillingdon.gov.uk>

Dear Janet,

Thank you for your comments.

It is indeed an issue for the whole group, as I prefer the whole group to know exactly what is said, so it is open and transparent.

I am very happy to discuss openly at group, and by email, what I don't like is whispered discussions behind closed doors, particularly concerning accounts, as the Group would be accountable en masse for any inaccuracies.

Kind regards

Anita MacDonald

> Date: Wed, 22 Jun 2011 09:52:56 +0100
> From: jgardner@Hillingdon.Gov.UK
> To: JDuncan2@Hillingdon.Gov.UK; anitamacdonald@live.co.uk
> CC: pete.curling@blueyonder.co.uk; ASandhu@Hillingdon.Gov.UK; BeulahEast@Hillingdon.Gov.UK; ClrAMacDonald@Hillingdon.Gov.UK; DAllam@Hillingdon.Gov.UK; JDhillon@Hillingdon.Gov.UK; JGardner@Hillingdon.Gov.UK; JMajor@Hillingdon.Gov.UK; JNelson@Hillingdon.Gov.UK; KLakhmana@Hillingdon.Gov.UK; LabourGroupSecretariat@Hillingdon.Gov.UK; LAllen@Hillingdon.Gov.UK; LBliss@Hillingdon.Gov.UK; MKhursheed@Hillingdon.Gov.UK; PHarmsworth@Hillingdon.Gov.UK; PJarjussey@Hillingdon.Gov.UK; RGhei@Hillingdon.Gov.UK; RSansarpuri@Hillingdon.Gov.UK
> Subject: Re: allowances
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>> Kind regards
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>>
>> Anita MacDonald
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>>>>

APPENDIX 8

PART II - STRICTLY NOT FOR PUBLICATION

Dear Anita

I am sorry that you have made what I considered to be a confidential matter i.e. the withdrawal of your payments to the Group Fund, a matter for all Group Members.

I am even more concerned that you have issued a libellous statement about me to all Group members and will be taking further Labour Party and legal advice on this before taking action.

For the avoidance of doubt I have never referred to the Group Fund as a slush fund or even thought of it in such terms. I certainly never had a conversation with anyone as you described or spoke about Rod Marshall in connection with the Group Fund as his personal slush fund. This is completely untrue and libellous both to myself and Rod Marshall, a former leader of this Labour Group. I had no knowledge of what happened with the Group Fund at that time as I was not an officer of the Group when Rod Marshall was Leader. The Chief Whip was Lynne Allen at that time and I am sure that Lynne would not have tolerated any misuse of the Group Fund.

If you have evidence of any of the matters you refer to I would appreciate sight of it. If not I think a public retraction and apology are required.

Regards

Janet

Clr Janet Duncan - Re: allowances

From: Clr Janet Duncan
To: Anita MacDonald
Date: 22/06/2011 19:23
Subject: Re: allowances
Cc: Labour Councillors

Dear Anita

I am sorry that you have made what I considered to be a confidential matter i.e. the withdrawal of your payments to the Group Fund, a matter for all Group Members.

I am even more concerned that you have issued a libellous statement about me to all Group members and will be taking further Labour Party and legal advice on this before taking action.

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If you have evidence of any of the matters you refer to I would appreciate sight of it. If not I think a public retraction and apology are required.

Regards

Janet

>>> Anita MacDonald <anitamacdonald@lve.co.uk> 22/06/2011 09:43 >>>

Dear Janet,

Dear Janet,

Thank you for that message. I already checked with the Labour Party and they told me that only the ALC subs are compulsory, the group cannot make a decision on allowances given to an individual; they can only advise that certain contributions may be paid. Such contributions should be on an equal level, eg the Leaders contribution should be much greater, given the £32k per year allowance. Cde Curling already took this idea to the group, but it was put on the backburner.

Secondly, I was told by a member of the group that you spoke to them and others in the office about me threatening to suspend my payments to the group fund. (This was pre-egm, so you must have been told about it by the one person I had confided in. Then it was used against me.)

To which that member replied to you that you did it during the time that Rod Marshall was the Leader, as you considered it to be his personal slush fund. I consider the same to be the case now.

I would appreciate a telephone call with you to discuss further as there obviously is much you have not been made aware of.

Kind regards

On 21 Jun 2011, at 18:58, Clr Janet Duncan wrote:

Dear Anita

Thank you for your message. The cheque has been sent with a first class stamp so hopefully you should receive it tomorrow.

Regarding contributions to the Group fund they are subject to Labour Party rules, as you may know, and we are all required to pay into the Group Fund at the rate agreed by the Group each year. This year the Group agreed to continue contributions at the same rate as last year as there has been no increase in allowances. They are not, therefore, voluntary contributions in the sense of being entirely at an individual member's discretion I'm afraid.

I have checked the situation with the Labour Party, who are getting back to me on this, to see if there has been any amendment to this rule. I will let you know what the position is as soon as I hear but would advise you not to cease contributions until we have this information.

I have not heard what your reasons for suspending payment may be and have not heard about them from anyone else.

I see that you would like the Group Fund to be audited by an external auditor and given a positive health check. The Group Fund has always been externally audited by an independent auditor agreed by the Group. I will ask the Group to agree that again this year but this time put the suggestion you make of it being someone not known to any Group member.

I will examine the Group Fund accounts and see that everything is in order both now and in future.

The Fund, when originally established, was used for many different purposes, including contributions to causes, individuals etc, until a constitution was drawn up and agreed by the Group. This restricted expenditure of the Group Fund for very limited proscribed purposes. Since the constitution was agreed the Group has always decided how it wishes to spend the money as a Group within these proscribed limits as far as I am aware.

Regarding the Group delivering leaflets we have done this in the past with mixed results. It would be a Group decision whether we do this or not again and you may wish to raise it as an item for discussion at a future Group meeting.

Kind Regards

Janet

>>> Anita MacDonald <anitamacdonald@lve.co.uk> 21/06/2011 15:58 >>

Dear Janet,

Thanks for reimbursing the cheque for £25, it is much appreciated. I also mentioned to the Leader I would like to suspend paying the voluntary contribution into the group fund, but will continue to pay the mandatory ALC sub whatever percentage is necessary, please let me know.

My reasons for this have always been clear, although I only ever mentioned it to one person in confidence pre-May 2011. I gather that then became part of the whispered campaign of criticism of me when in Post as Deputy Leader. Some group members may secretly sympathise with my position on this, as they do not see the group fund as being handled with transparency or care at present.

We need to see (not hear about) line by line group accounts as presented to the Inland Revenue, and we could start by delivering our own leaflets, ensuring that every penny in the fund is properly accounted for. It is also important that the group decides how to spend the fund, and that it is not treated as a slush fund.

Obviously I have always paid into the fund since my election in 2005, despite sometimes experiencing extreme hardship. Since then, I have never seen line by line accounts, and once I have seen a sum total of accounts in five years.

However, I consider that since we have a new executive, including yourself, perhaps they could have a closer look at the accounts and ensure everything is in order. After that, pending a positive health check by an external auditor, who does not know anyone on the group in person, I will be happy to recommence payments.

Kind regards

Anita MacDonald

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PART II - STRICTLY NOT FOR PUBLICATION

APPENDIX 9

Dear Janet,

Of course I will apologise, right after you apologise for spreading libellous gossip about me before the AGM, in order to reinstate the person you sleep with.

I have had to endure the most horrendous and long term bullying, albeit passive aggressive tittle tattle behind closed doors, simply because I did not appreciate the way some of us were asked to complete a form for re-election pre-2010. All COouncillors should have completed one.

This 'picking and choosing' was against party rules, and subsequently it transpired that Cllr Garg had not been asked to complete a form, as he was considered to be one of those members who was the 'backbone' of the group. This was illegal and wrong, but because I spoke up about it I was sent a horrible letter by Cllr Harmsworth, copied to Region.

I did not expect to be re-elected, but was, and immediately the bullying started again, this time being sent to Coventry since last June. I complained several times to the acting Whip, but no action was taken to convene a meeting as work was already taking place behind the scenes to replace me, and it was useful to make me appear slightly 'mad' see Cllr Harmsworths group email before Christmas calling me exactly that, which the Leader then chastised him about.

This is fine, but I think the group ought to know the full story, as many members have told me exactly what was said by you pre-AGM, in order to 'in their opinions' get your partner elected.

I really don't care what you threaten to do any more Janet, I would resign happily today if I could, as I have never been so upset, simply because I believe in keeping good accounts, paying people a fair wage, speaking up if there are inequalities. Unfortunately at the moment, there is a 'divide-and-rule' policy in operation, so we can't fight people spreading nastiness behind our backs.

What we can do however, is face it head on.

Kind regards

Anita MacDonald

APPENDIX 9

PART II - STRICTLY NOT FOR PUBLICATION

Cllr Janet Duncan - RE: allowances

From: anita macdonald <anitamacdonald@live.co.uk>
To: <jduncan2@hillingdon.gov.uk>
Date: 23/06/2011 08:32
Subject: RE: allowances
CC: <pete.curling@blueyonder.co.uk>, <asandhu@hillingdon.gov.uk>, <beulahEast@hillingdon.gov.uk>, "cllramacdonald@hillingdon.gov.uk" <cllramacdonald@hillingdon.gov.uk>, <dallam@hillingdon.gov.uk>, <jdhilton@hillingdon.gov.uk>, <jgardner@hillingdon.gov.uk>, <jmajor@hillingdon.gov.uk>, <jnelson@hillingdon.gov.uk>, <klakhmana@hillingdon.gov.uk>, <labourgroupsecretariat@hillingdon.gov.uk>, <allen@hillingdon.gov.uk>, <lbliss@hillingdon.gov.uk>, <mkhurshed@hillingdon.gov.uk>, <pharmsworth@hillingdon.gov.uk>, <pjarjusey@hillingdon.gov.uk>, <rghei@hillingdon.gov.uk>, <rsansarpuri@hillingdon.gov.uk>

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Kind regards

Anita MacDonald

Date: Wed, 22 Jun 2011 19:23:13 +0100
 From: jduncan2@Hillingdon.Gov.UK
 To: anitamacdonald@live.co.uk
 CC: pete.curling@blueyonder.co.uk; ASandhu@Hillingdon.Gov.UK; BeulahEast@Hillingdon.Gov.UK; CllrAMacdonald@Hillingdon.Gov.UK; Dallam@Hillingdon.Gov.UK; Jdhillon@Hillingdon.Gov.UK; Jduncan2@Hillingdon.Gov.UK; JGardner@Hillingdon.Gov.UK; JMajor@Hillingdon.Gov.UK; JNelson@Hillingdon.Gov.UK; Klakhmana@Hillingdon.Gov.UK; LabourGroupSecretariat@Hillingdon.Gov.UK; LAlien@Hillingdon.Gov.UK; LBliss@Hillingdon.Gov.UK; Mkhurshed@Hillingdon.Gov.UK; Pharmsworth@Hillingdon.Gov.UK; Pjarjusey@Hillingdon.Gov.UK; Rghei@Hillingdon.Gov.UK; RSansarpuri@Hillingdon.Gov.UK
 Subject: Re: allowances

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Anita MacDonald

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PART II - STRICTLY NOT FOR PUBLICATION



Private and Confidential

Councillor Anita MacDonald
The End House
44a Azalea Walk
Eastcote
Pinner
HA5 2EH

Our Ref: 3E/04/RA/CF/AMD1

28 June 2011

Dear Councillor MacDonald,

Re: Complaint made against you by Councillor Janet Duncan

I regret to inform you that I have received a written complaint against you from Councillor Janet Duncan to the effect that you have allegedly breached the Members' Code of Conduct which you have undertaken to observe in writing.

The substance of the complaint is set out as follows:

"That you engaged in a course of e-mail correspondence with Councillor Duncan during which you made a libellous and untrue statement about her and also a former Labour Group Leader, Rod Marshall, which you copied to all Labour Councillors and the Labour Secretariat thus involving officers and the whole group in a matter which she regarded as confidential.

Furthermore, following the issuing of a statement of denial by Councillor Duncan, you responded with an even more vicious, unprovoked attack on her in your e-mail dated 23rd June 2011 which you also copied to all Labour Councillors and the Labour Secretariat."

Councillor Duncan alleges that you have breached the following provisions of the Code of Conduct:

Legal Services

Central Services

T.01895 250617 F.01895 250784 / 01895 250233

ralagh@hillingdon.gov.uk www.hillingdon.gov.uk

London Borough of Hillingdon,

3E/04, Civic Centre, High Street, Uxbridge, UB8 1UP, DX 45101 UXBRIDGE

Rajesh Alagh (Borough Solicitor) - LL.B (Hons), Dip.L.G.



INVESTOR IN PEOPLE

"3. [1] You must treat others with respect.

3. [2] [b] You must not bully any person.

5. You must not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute".

The next stage in the process is that a meeting of the Council's Assessment Sub-Committee will be convened within the next fourteen days to consider the complaint which has been made against you. Please note that you will not be required to attend before the Sub-Committee although you are entitled to provide me with any relevant written information to assist Members with the assessment of the complaint. If you wish to exercise this right, can you please arrange to send me such information as soon as possible.

A written summary of the Assessment Sub-Committee's findings will be made know to you once it has met.

Yours sincerely

A handwritten signature in cursive script that reads "Raj Alagh". The signature is written in black ink and is positioned above a horizontal line.

Raj Alagh
Borough Solicitor

PART II - STRICTLY NOT FOR PUBLICATION



Private and Confidential

Councillor Janet Duncan
26A Frays Avenue
West Drayton
Middlesex
UB7 7AG

Our Ref: 3E/04/RA/CF/JD1

28 June 2011

Dear Councillor Duncan,

Re: Your complaint against Councillor Anita MacDonald

Thank you for sending me your completed complaint form in which you allege that Councillor Anita MacDonald has contravened one or more of the provisions of the Members' Code of Conduct which she has undertaken to observe in writing.

The next stage in the process is that a meeting of the Council's Assessment Sub-Committee will be convened to consider the terms of your complaint against defined assessment criteria and then to decide what the next steps in the process will be. You will not be required to attend before the Sub-Committee.

In terms of information in support of your complaint, I would be grateful if you would kindly assist me with the following:

1. Can you please provide me with the details of any specific witnesses whom you may wish to rely upon to support your complaint.
2. Apart from your statement and the appendices attached to it, do you wish to submit any further documentation in support of your complaint?

Legal Services

Central Services

T.01895 250617 F.01895 250784 / 01895 250233

ralagh@hillingdon.gov.uk www.hillingdon.gov.uk

London Borough of Hillingdon,

3E/04, Civic Centre, High Street, Uxbridge, UB8 1UP, DX 45101 UXBRIDGE

Rajesh Alagh (Borough Solicitor) - LL.B (Hons), Dip.L.G.

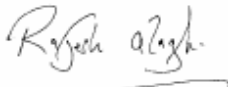


INVESTOR IN PEOPLE

PART II - STRICTLY NOT FOR PUBLICATION

Finally, I will be writing to Councillor MacDonald, informing her that you have made a formal complaint against her. I will at the same time be asking her whether she wishes to provide any written information which will be placed before the Members of the Assessment Sub-Committee when they are assessing your complaint.

Yours sincerely

A handwritten signature in cursive script that reads "Raj Alagh".

Raj Alagh
Borough Solicitor

PART II - STRICTLY NOT FOR PUBLICATION

From: anita macdonald <anitamacdonald@live.co.uk>
To: <lwhite@hillingdon.gov.uk>
Date: 29/06/11 20:32
Subject: Assessment Sub-committee

The only statement I will provide to the sub-committee at the moment will read as follows:

'The matter is an internal and long standing group matter, which will be dealt with in the usual way, within the London Labour Party structure. It is regretful that it has been taken to the standards committee for external perusal. I do wish to apologise for not realising that when I type Labour Councillors @Hillingdon from an external email address, that officers of the secretariat are copied in. I had no idea that this was the case, and had I been aware of that, I would have taken steps to ensure they did not receive the communications. I was not aware of this until I received the letter informing me of the standards hearing'

Kind regards
Anita MacDonald