

# Standards Committee

## Agenda

Wednesday 14 July 2010

7.00 pm

Committee Room 4 - Hammersmith Town Hall

### MEMBERSHIP

Administration:	Opposition	Independent Members
Councillor Adronie Alford Councillor Nicholas Botterill Councillor Donald Johnson	Councillor Stephen Cowan Councillor Lisa Homan	Joyce Epstein Grace Moody-Stuart Steven Moussavi Christopher Troke

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[http://www.lbhf.gov.uk/Directory/Council\\_and\\_Democracy](http://www.lbhf.gov.uk/Directory/Council_and_Democracy)

Members of the public are welcome to attend.

Date Issued: 06 July 2010

# Standards Committee Agenda

14 July 2010

<u>Item</u>		<u>Pages</u>
<b>1. ELECTION OF CHAIRMAN</b>	The constitution provides that the Committee shall elect its own Chairman, with the intention that this shall be one of the appointed independent members on annual rotation.	
<b>2. MINUTES</b>	To approve as an accurate record, and the Chairman to sign, the minutes of the meeting of the Committee held on 24 March 2010.	1 - 3
<b>3. APOLOGIES FOR ABSENCE</b>	The Mayor (Councillor Alford) and Michael Cogher, Assistant Director ( Legal and Democratic Services) have sent their apologies.	
<b>4. DECLARATION OF INTERESTS</b>	If a Councillor has any prejudicial or personal interest in a particular report he/she should declare the existence and nature of the interest at the commencement of the consideration of the item or as soon as it becomes apparent.  At meetings where members of the public are allowed to be in attendance and speak, any Councillor with a prejudicial interest may also make representations, give evidence or answer questions about the matter. The Councillor must then withdraw immediately from the meeting before the matter is discussed and any vote taken, unless a dispensation has been obtained from the Standards Committee.  Where members of the public are not allowed to be in attendance, then the Councillor with a prejudicial interest should withdraw from the meeting whilst the matter is under consideration, unless the disability has been removed by the Standards Committee.	
<b>5. ANNUAL MONITORING RETURN</b>	Attached is the Annual Monitoring Return submitted in March 2010. As Members will know, there were 2 local complaint cases which arose towards the end of the period. In both cases, they resulted in no further action. At the time of the submission of the return the cases had not been completed as there was still an opportunity for the complainant in each case to ask for a review.	4 - 10
<b>6. STATUS OF STANDARDS FOR ENGLAND</b>	Report attached	11
<b>7. MEMBERS' ALLOWANCES</b>		12 - 17

Last year it was agreed that that an Annual Report on this issue should be presented to the Standards Committee. It was agreed that similar reports be presented annually to the Committee. A copy of this year's report is attached.

**8. WORK PROGRAMME**

18

Attached is a suggested Work Programme for the current Municipal year.

# Agenda Item 2



London Borough of Hammersmith & Fulham

## Standards Committee Minutes

Wednesday 24 March 2010

### PRESENT

**Committee members:** Councillors Adronie Alford and Lisa Homan

**Independent members:** Joyce Epstein (Chairman), Christopher Troke

**Officers:** Kayode Adewumi (Head of Councillors' Services) and Sue Perrin (Committee Co-ordinator)

### 1. MINUTES

RESOLVED THAT:

The minutes of the meeting held on 4 November 2009 be confirmed and signed as an accurate record of the proceedings.

### 2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Botterill, Cowan and Johnson, Steven Moussavi, Grace Moody-Stuart and Michael Cogher.

### 3. DECLARATION OF INTERESTS

All Members declared a personal interest in that, should they be re-elected in the forthcoming elections, their Induction Programme for May 2010 was set out in item 5.

### 4. STANDARDS FOR ENGLAND BULLETIN 47

The Committee received the Standards for England Bulletin 47.

RESOLVED THAT:

The Standards for England Bulletin 47 be noted.

### 5. MEMBERS' INDUCTION PROGRAMME FOR MAY 2010

All Members declared a personal interest in that, should they be re-elected in the forthcoming elections, their Induction Programme for May 2010 was set out in this item 5.

The committee noted the outline arrangements for the Member Induction programme, which would be held immediately after the election.

The Head of Councillors' Services confirmed that the Declaration of Acceptance of Office would be signed on the night of the election, wherever possible, and that the code of conduct would be signed as part of the Declaration.

**RECOMMENDED THAT:**

1. Information provided to councillors be available in different formats.
2. Information on contact personnel be regularly updated.
3. Guidance on IT issues and the use of social networks be included in the programme.

**6. DRAFT ANNUAL REPORT**

The Committee received the draft Annual Report, which would be updated to show that two local complaints cases had been considered.

**7. OUTCOME OF COMPLAINT**

The Committee noted that, since the last meeting, the Council had received on complaint against a Councillor and that a meeting of the Assessment Sub-Committee, held on 2 February 2010, had decided to take no action.

**8. FEEDBACK FROM SEMINARS**

The committee considered that the joint meeting with Kensington & Chelsea had been worthwhile. Christopher Troke, who had attended the Brent Networking Seminar, noted the importance of a keynote speaker.

**9. STANDARDS COMMITTEE WORK PROGRAMME**

The Committee noted proposed items for the Work Programme for 2010/2011.

**RECOMMENDED THAT:**

Use of Social Networks be added to the work programme.

Meeting started: Time Not  
Specified

Meeting ended: Time Not  
Specified

Chairman .....

Contact officer: David Bays  
Committee Co-ordinator  
Councillors Services  
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E-mail: david.bays@lbhf.gov.uk



## Annual Return form - 2010

**Authority name** London Borough of Hammersmith & Fulham  
**Primary contact** Michael Cogher  
**Primary contact email** michael.cogher@lbhf.gov.uk

### PART 1: COMMUNICATION

#### Annual Report

#### Does the standards committee produce an annual report?

Yes

#### What does the report contain?

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> A personal statement by the standards committee chairman | <input type="checkbox"/> Information about the members of the standards committee                          |
| <input type="checkbox"/> The role of the standards committee                                 | <input type="checkbox"/> The standards committee terms of reference  |
| <input checked="" type="checkbox"/> Information about the Code of Conduct                    | <input checked="" type="checkbox"/> Statistical information about complaints that have been received       |
| <input type="checkbox"/> Information about the length of time taken dealing with complaints  | <input type="checkbox"/> A summary of complaints which have led to investigation, sanction or other action |
| <input checked="" type="checkbox"/> Details about training/events provided                   | <input type="checkbox"/> The forward work plan of the standards committee                                  |
| <input type="checkbox"/> Other   |  |

#### How is the standards committee annual report circulated?

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Sent to all senior officers  | <input checked="" type="checkbox"/> Sent to all members                              |
| <input checked="" type="checkbox"/> Available on the authority intranet  | <input type="checkbox"/> Available as a specific item on the authority website       |
| <input checked="" type="checkbox"/> Available in the standards committee papers published on the authority website | <input checked="" type="checkbox"/> Included as a full authority meeting agenda item |
| <input type="checkbox"/> Publicised in local press   | <input type="checkbox"/> Distributed to households                                   |
| <input checked="" type="checkbox"/> Available at authority offices   | <input type="checkbox"/> Not circulated outside of the standards committee           |
| <input type="checkbox"/> Other   |  |

**The report is "Available in the standards committee papers published on the authority website", please provide the web address.**

<http://democracy.lbhf.gov.uk/Data/Standards%20Committee/20090401/Agenda/Agenda.pdf>

#### Publicising Complaints

#### How can the public access information about how to make a complaint against a member?

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Through a 'compliments and complaints' type section of the council website | <input type="checkbox"/> Through the standards committee section of the website |
| <input checked="" type="checkbox"/> Complaints leaflets available from the authority                           | <input type="checkbox"/> Included as part of a council newsletter               |
| <input type="checkbox"/> Information is not available to the public  | <input type="checkbox"/> Other  |

**The information is on the "'compliments and complaints' type section of the council website", please provide the web address.**

[http://www.lbhf.gov.uk/Directory/Council\\_and\\_Democracy/Consultation\\_and\\_complaint\\_procedure/98803\\_How\\_to\\_make\\_a\\_complaint\\_against\\_a\\_Member.asp](http://www.lbhf.gov.uk/Directory/Council_and_Democracy/Consultation_and_complaint_procedure/98803_How_to_make_a_complaint_against_a_Member.asp)

#### How can the public access information about the outcome of initial assessment

## decisions?

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Written summary available for public inspection      | <input type="checkbox"/> All initial assessment decisions are publicised in the local press |
| <input type="checkbox"/> Publicised in the local press only if the subject member agrees | <input checked="" type="checkbox"/> Assessment decisions published on the authority website |
| <input type="checkbox"/> Articles published in the authority newsletter                  | <input type="checkbox"/> Other  |

## How can the public access information about the outcome of investigations?

- |  |   |
|--|---|
| <input type="checkbox"/> Hearings are open to the public                                 | <input type="checkbox"/> All investigation outcomes are publicised in the local press |
| <input type="checkbox"/> Publicised in the local press only if the subject member agrees | <input checked="" type="checkbox"/> Published on the authority website                |
| <input checked="" type="checkbox"/> Decision notices are available for public inspection | <input type="checkbox"/> Articles in the authority newsletter                         |
| <input type="checkbox"/> Other   |   |

## Do you have a mechanism in place for measuring the satisfaction of all those involved in allegations of misconduct? For example the member, complainant and witnesses.

No

## Communicating the role and work of the standards committee and standards generally

### What does the authority do to promote the work of the standards committee and standards generally to the rest of the authority (i.e. internally)?

- |   |   |
|---|---|
| <input type="checkbox"/> Dedicated standards committee pages on intranet                          | <input type="checkbox"/> Standards committee has its own newsletter / bulletin                          |
| <input type="checkbox"/> Standards committee issues briefing notes                                | <input type="checkbox"/> Articles in employee newsletter / bulletin / newspaper                         |
| <input type="checkbox"/> Standards committee independent members observe other authority meetings | <input type="checkbox"/> Standards committee independent members contribute to other authority meetings |
| <input checked="" type="checkbox"/> Other   |   |

#### Please describe the "Other" methods used.

It outlines its role and functions prominently on the intranet and Internet and publishes articles in the Council's newspaper when new developments occur eg when introducing new complaints procedures or appointing extra independent Members

### How can the public access information about your standards committee?

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Dedicated standards committee section on the authority website     | <input checked="" type="checkbox"/> Within 'council and democracy' type section of website                        |
| <input type="checkbox"/> Ethical standards issues have been included in the local press / media        | <input checked="" type="checkbox"/> Standards committee minutes, agendas, and reports are available to the public |
| <input checked="" type="checkbox"/> Leaflets and/or posters are placed in public buildings             | <input checked="" type="checkbox"/> Places articles in the authority newsletter / bulletin / other publication    |
| <input checked="" type="checkbox"/> Standards committee meetings are observed by members of the public | <input type="checkbox"/> Information is not available to the public   |
| <input type="checkbox"/> Other   |   |

#### Please provide the web address for the standards committee section on the authority website.

[http://www.lbhf.gov.uk/Directory/Council\\_and\\_Democracy/Committee\\_reports\\_minut](http://www.lbhf.gov.uk/Directory/Council_and_Democracy/Committee_reports_minut)

#### Please provide the web address for information within the council and democracy section of your website.

[http://www.lbhf.gov.uk/Directory/Council\\_and\\_Democracy/Committee\\_reports\\_minut](http://www.lbhf.gov.uk/Directory/Council_and_Democracy/Committee_reports_minut)

### What else does the authority do to promote the work of the standards committee and standards generally to the public and other partners?

All outcomes of complaints published on website are available for public inspection. Articles published in Council newspaper when major developments occur eg new National Code of Conduct



## PART 2: INFLUENCE

### How does the standards committee communicate ethical issues to the senior figures within your authority (for example the Chief Executive and Leader of the Authority, Party Leaders)?

- |  |   |
|--|---|
| <input type="checkbox"/> Formal meetings between standards committee members and senior figures specifically set up to discuss standards | <input type="checkbox"/> Informal discussion on particular standards issues   |
| <input type="checkbox"/> Senior figure attendance at standards committee meetings  | <input checked="" type="checkbox"/> Monitoring Officer is a member of or attends Corporate Management Team (or equivalent) meetings |
| <input type="checkbox"/> Executive or senior member has portfolio responsibility for standards   | <input checked="" type="checkbox"/> Chair (or other standards committee member) addresses full authority meeting(s)                 |
| <input checked="" type="checkbox"/> Other  |   |

#### Describe the "Other" communication methods.

No formal meetings between Standards Committee Members and senior figures but Deputy Leader and Leader of Opposition are both Members of Standards Committee; Monitoring Officer not a member of Corporate Management Team but does attend from time to time to advise on legal and governance issues; Monitoring Officer attends all Cabinet and Cabinet Briefing meetings at which all key decisions affecting the authority are discussed. No single Member responsible for standards but Leader is responsible for probity and financial monitoring and Deputy Leader is Member of Standards Committee.

### How do the senior figures in your authority demonstrate strong ethical values?

- |   |  |
|---|--|
| <input type="checkbox"/> Through a strongly promoted whistle-blowing policy | <input type="checkbox"/> By ensuring there are references to ethics in the authority vision / objectives           |
| <input checked="" type="checkbox"/> Demonstrating appropriate behaviours    | <input type="checkbox"/> Senior figure(s) makes personal commitment to standards in statements to public/employees |
| <input checked="" type="checkbox"/> Through any other method                |  |

#### Describe the "Other" ways that this is achieved.

Whistleblowing Policy is currently being reviewed by Standards Committee with a view to strengthening it in the light of its operation so far.

### Does your authority have a protocol for partnership working that outlines the standards of behaviour expected of all those working in partnership?

No

### What mechanisms does the authority use for dealing with member/officer and/or member/member disputes?

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Informal discussion/mediation | <input checked="" type="checkbox"/> Monitoring Officer mediation            |
| <input type="checkbox"/> Chair of standards committee mediation   | <input type="checkbox"/> Senior figure mediation (e.g. Chief Executive)     |
| <input type="checkbox"/> Advice from Human Resources department   | <input type="checkbox"/> Solicitor / legal adviser consulted                |
| <input type="checkbox"/> Informal hearing                         | <input type="checkbox"/> No mechanisms other than normal complaints process |
| <input type="checkbox"/> Other                                    |   |

## PART 3: TRAINING AND SUPPORT

**Between 1 April 2009 and 31 March 2010, has the authority assessed the training and development needs of authority members in relation to their responsibilities on standards of conduct?**

Yes

**If yes, what needs were identified?**

- |  |  |
|--|--|
| <input type="checkbox"/> Introduction to the Code of Conduct                                 | <input type="checkbox"/> Elements of the Code of Conduct |
| <input checked="" type="checkbox"/> The role and responsibilities of the standards committee | <input type="checkbox"/> Ethical governance/behaviour    |
| <input type="checkbox"/> None  | <input type="checkbox"/> Other                           |

**What training/support was provided during the period 1 April 2009 to 31 March 2010?**

- |  |  |
|--|--|
| <input type="checkbox"/> Introduction to the Code of Conduct                             | <input type="checkbox"/> Elements of the Code of Conduct |
| <input checked="" type="checkbox"/> Role and responsibilities of the standards committee | <input type="checkbox"/> Ethical governance/behaviour    |
| <input type="checkbox"/> None  | <input checked="" type="checkbox"/> Other                |

**Describe the "Other" training/support provided.**

Standards Committee Members attended Annual Assembly of Standards Committees, joint meeting with Standards Committee of Kensington & Chelsea, regular seminar with North West London Boroughs and London-wide event at GLA - at all of these expert advice and information was provided. Sfe DVD on local complaints process was shown to Standards Committee and subsequently to each Political Group.

**Who received training/support?**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Standards committee chair  | <input checked="" type="checkbox"/> Independent members |
| <input checked="" type="checkbox"/> Other standards committee members  | <input type="checkbox"/> All authority members          |
| <input type="checkbox"/> Specific authority members with particular needs (e.g. new members, planning committee members) | <input type="checkbox"/> Other                          |

**What methods were employed to give training/support?**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Internal training (presentations/seminars/workshops) | <input checked="" type="checkbox"/> External trainer/speaker      |
| <input type="checkbox"/> One on one training   | <input checked="" type="checkbox"/> Joint/regional training event |
| <input type="checkbox"/> Online learning   | <input type="checkbox"/> Guidance notes/briefing materials        |
| <input checked="" type="checkbox"/> Standards for England materials                      | <input type="checkbox"/> Ethical governance toolkit               |
| <input type="checkbox"/> Other   |   |

**What other training/support has been provided on areas of an authority member's role or activities they may engage in?**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Chairing skills                           | <input type="checkbox"/> Lobbying                                |
| <input checked="" type="checkbox"/> Predetermination, Predisposition and bias | <input type="checkbox"/> Blogging and/or the use of social media |
| <input type="checkbox"/> Electioneering                                       | <input type="checkbox"/> Freedom of Information (FOI)            |
| <input type="checkbox"/> None   | <input type="checkbox"/> Other                                   |

**In general, how well attended was the training provided?**

50-75%

**Please give a brief overview of how standards issues are covered in your induction**

**process for new members of the authority?**

Welcome event for all new Members which includes session on Code of Conduct and standards and ethics. This ensures standards issues inform all subsequent detailed briefings. Advice and information issued in a variety of formats to maximise impact and to cater for Members' commitments/availability.

**In which areas of the role and responsibilities of the standards committee has training/support been provided for standards committee members? Please tick all that apply.**

Initial assessments

Reviews

Hearings

Other

Other action/mediation

Investigations

Sanctions

## **PART 4: INVESTIGATIONS**

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**Have any investigations been completed during the period 1 April 2009 - 31 March 2010?** No

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**End of form**

# Agenda Item 6



## STANDARDS COMMITTEE

14 JULY 2010

### CONTRIBUTORS

ADLADS  
HCS

### STATUS OF STANDARDS FOR ENGLAND

#### Summary

This report outlines the current status of Standards for England.

#### Report

Following the General Election, the new Government announced in the Queen's Speech that the Decentralisation and Localism Bill would include proposals to "abolish the Standards Board regime". This followed a similar statement in "The Coalition: Our Programme for Government". Beyond these statements, there are no clear details of the scope or implications of this. However, the Chair of Standards for England (SfE), Bob Chilton, has confirmed to all Chairs of Standards Committees that in the meantime the statutory framework remains operative so any local complaints which the Committee decides cannot be handled locally will continue to be referred to the SfE.

The SfE will continue to support the work of local Standards Committees; and the SfE expects Standards Committees in turn to continue with their statutory duties including the assessment of allegations.

The SfE remains committed to ensuring there is a proper framework of local accountability in which the public can have confidence and wishes to work with central and local government to develop any proposals. As more details emerge, the SfE will inform us of developments.

In the meantime, the Annual Assembly has been cancelled; and the quarterly return for the April to June 2010 period has been suspended until the situation becomes clearer. No local complaints in Hammersmith & Fulham have arisen during this current period

#### RECOMMENDATION:

That the report be noted.

### WARDS

ALL

## STANDARDS COMMITTEE



**14 JULY 2010**

**CONTRIBUTORS**

**ADLADS  
HCS**

**MEMBERS' ALLOWANCES**

**Summary**

This report responds to a request from the Committee to receive annually a report on the Members' Allowances Scheme and how much each Member was paid in the previous year.

**RECOMMENDATIONS:**

That the Standards Committee notes the 2010/11 Members' Allowance Scheme and outturn (to follow), as circulated.

**WARDS**

**ALL**

## 1. Background

1.1 At its meeting in November 2009, the Committee received a report outlining the allowance received by Councillors, Independent and co-opted Members sitting on Committees.

1.2 Local authorities are required to adopt a Members' Allowances Scheme on an annual basis, with effect from 1 April each year. When amending its Members' Allowances Scheme, a Council must pay regard to the recommendations of its Independent Remuneration Panel. The main allowances paid are basic, special responsibility, dependent career and travel and subsistence. On the 24 February 2010, the Council agreed the 2010/11 Members' Allowance Scheme for the municipal year. During the consideration of the scheme, it was noted that the final report of the London Councils Independent Remuneration Panel was not ready for consideration.

## 2 Allowances Scheme and Amounts Paid

The London Councils Independent Remuneration Panel report was subsequently published and its recommendations considered by Council at the Annual Council meeting on 26 May 2010. The meeting decided to retain its own basic rate allowance frozen at the 2008 – 09 level. A copy of the Scheme (Appendix 1) and the amounts paid to each Member (Appendix 2) are attached.

### LOCAL GOVERNMENT ACT 2000 BACKGROUND PAPERS

No.	Brief Description of Background Papers	Name/Ext. of holder of file/copy	Department/Location
1.	Councillors' Allowances Scheme	Kayode Adewumi	FCS Room 202, 2 <sup>nd</sup> floor, Town Hall.
2.	Councillors' Allowances – Amounts Paid 2010-11	Kayode Adewumi	FCS Room 202, 2 <sup>nd</sup> floor, Town Hall.



## APPENDIX 1

### Members' Allowances Scheme 2010-11

[Scheme effective from 27<sup>th</sup> May 2010]

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This scheme is made in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Regulations") for 2010 –2011 and subsequent years. The allowances scheme has been prepared having regard to the report of the Independent Panel on the Remuneration of Councillors in London established by London Councils on behalf of all London Councils, co-authored by Rodney Brooke, Drew Stevenson and Jo Valentine, and published in May 2010.

#### 1. BASIC ALLOWANCE

- 1.1 The independent remunerator's report suggests a flat-rate basic allowance be paid to each member of the authority of £9964 per annum to be paid in 12 monthly instalments on the 15<sup>th</sup> of each month.
- 1.2 The Council has taken into account the independent remunerator's recommendation but has decided to retain its own basic rate allowance frozen at the 2008 – 09 level.

The basic rate allowance for all LBHF Councillors will therefore be:

£8,940 - to be paid in 12 monthly instalments on the 15<sup>th</sup> of each month.

Councillors only receive an allowance for the period of their term of office in cases where it is less than the whole financial year.

#### 2. SPECIAL RESPONSIBILITY ALLOWANCES

- 2.1 Regard has been had to the recommendations in the independent remunerator's report for differential banding in relation to the payment of Special Responsibility Allowances (SRA's), but in the interest of maintaining a low Council Tax and the current economic conditions, it has been decided to freeze the Council's own scheme of SRA's at the same level approved for 2008 - 9 and not to follow the independent remunerator's recommendations which would have proved considerably more costly to local council taxpayers.
- 2.2 The following Special Responsibility Allowances shall therefore be paid to Councillors holding the specified offices indicated:

The Leader	£35,763
Deputy Leader	£29,796
Other Cabinet members (6)	£23,838

Chief Whip (where not a member of Cabinet)	£23,838
Deputy Chief Whip	£5,000
Chairmen of Overview & Scrutiny Committees (4)	£6,183
Leader of the Opposition	£17,874
Deputy Leader of the Opposition	£6,183
Opposition Whip	£6,183
Chairmen of Planning Applications Committee, Audit and Pensions Committee, Licensing Committee & Councillor member on Adoption Panel	£6,183
The Mayor	£11,922
Deputy Mayor	£6,183
Cabinet Assistants (5)	£3,000

Councillors only receive an allowance for the period of their term of office in cases where it is less than the whole financial year. A Special Responsibility Allowance would cease where the SRA entitled post ceases to exist during year.

### 3) OTHER ALLOWANCES

#### a) Dependent Carer Allowance

Dependant carer allowance is payable in respect of expenses incurred for the care of a member's children or dependants in attending meetings of the authority, its executive, committees and sub-committees and in discharging the duties set out in paragraph 7 of the Regulations.

- (1) £4.18 per half hour before 10 p.m.; £5.31 per half hour after 10 p.m.  
(not payable in respect of a member of the councillor's household).

#### b) Travel & Subsistence

Allowances are payable (at the same rates as employees) for duties undertaken away from the Town Halls when discharging duties under paragraph 8 of the Regulations. In addition, the cost of travel after late evening meetings from the Town Hall would be paid.

##### (1) Public Transport

Actual travel costs (second class only) will be reimbursed.

##### (2) Car mileage

Cc	first 8500 miles (pence per mile)	above 8500 miles (pence per mile)
Below 1000	42.9	11.7
1000 or more	47.7	12.2

The figures above are the 2009/10 rates as car mileage is paid at the same rate as for officers.

**(3) Cycle allowance**

£36.93 per month – where this is claimed, no other travel claims are permissible.

**(4) Subsistence**

Allowance payable at same rates and conditions as employees. Payment is only made for expenses incurred outside the Borough, and is subject to a maximum of £5.00 per claim.

**c) Sickness, Maternity and Paternity Allowance**

Where a Member is entitled to a Special Responsibility Allowance, it will continued to be paid in the case of sickness, maternity and paternity leave in the same way as employees.

**4) ANNUAL INCREASE**

The allowances in this scheme apply to the financial year 2010-11. All allowances have been frozen at the 2008 – 9 level.

**5) ELECTION TO FOREGO ALLOWANCES**

In accordance with the provisions of regulation 13, a Councillor may, by notice in writing to the Chief Executive, elect to forego any part, or all, of his or her entitlement to an allowance under this scheme.

**6) TIME LIMIT FOR CLAIMS**

The majority of allowances are payable monthly, but where allowances are the subject of claims, these claims should be made in the agreed form with the appropriate declaration within six months of the duty to which they relate.

**7) WITHHOLDING OF ALLOWANCES**

In the event of a Councillor being suspended or partially suspended, the Standards Committee shall have the power to withhold the allowances payable to that Councillor either in whole or in part for the duration of that suspension.

**8) MEMBERS' PENSIONS**

Previously, Councillors could only join the authority's pension scheme if they were aged under 70 and could only pay contributions and accrue

benefits until their 70<sup>th</sup> birthday. However, under new pensions regulations, the situation has changed, and the independent remunerator's report now recommends all Councillors under the age of 75 years be entitled to join the London Borough of Hammersmith & Fulham Pension Scheme, and have their basic allowance and special responsibility allowances treated as pensionable. This recommendation has accordingly been adopted.

## **9) MEMBERSHIP OF MORE THAN ONE AUTHORITY**

A member may not receive allowances from more than one authority (within the meaning of the regulations) in respect of the same duties.

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### **ALLOWANCES FOR CO-OPTED MEMBERS AND INDEPENDENT MEMBERS OF STANDARDS COMMITTEE**

#### **Co-optees**

The independent remunerator's report recommends a rate of allowance for co-opted members of £117 per meeting, to be calculated on an annualised basis by the number of meetings. This recommended figure has not been adopted. The Council's own figure of £921.00 p.a., frozen at the 2008 – 9 level, will be payable by equal monthly instalments of £76.75 on the 15<sup>th</sup> of each month.

Co-opted members shall be entitled to the same travel allowances as Councillors, but shall not be entitled to subsistence payments

#### **Standards Committee Independent Members**

The independent remunerator's report also recommends the independent Chairman and Committee Members of a Standards Committee be paid an allowance of £256 and £127 per meeting respectively, calculated on an annualised basis by the number of meetings, to reflect not just attendance at meetings, but related and incidental additional activity carried out by the postholders. This recommendation has not been adopted. The Council's own figure of £459.00 p.a., frozen at the 2008 – 9 level, will be payable by equal monthly instalments of £38.25 on the 15<sup>th</sup> of each month.

In all cases, the allowances given in this scheme shall not be uprated by the same percentage rate of increase as the previous years national Local Government Pay Settlement but frozen at the 2008 – 9 levels.

# Agenda Item 8

## APPENDIX A

### STANDARDS COMMITTEE PROPOSED FORWARD WORK PROGRAMME 2010-11

<b>TITLE</b>	<b>PROPOSED DATE</b>
Hits on Web Site	November 2010
Review of Outside Organisations	November 2010
Revised National Code of Conduct	2010 [prior to Election was to subject to further consultation]
Whistleblowing Policy	November 2010
Social Networks and Blogging	March 2011

The Committee's other scheduled meetings this Municipal Year are on 30 November 2010 and 14 March 2011.

#### **LOCAL GOVERNMENT ACT 2000 BACKGROUND PAPERS**

<b>No.</b>	<b>Brief Description of Background Papers</b>	<b>Name/Ext. of holder of file/copy</b>	<b>Department/Location</b>
1.	Council Calendar 2010-11	David Bays x 2628	Room 203, Hammersmith Town Hall