

**19 SEPTEMBER 2007**

<b><u>ITEM</u></b>		<b><u>PAGE</u></b>
<b>1.</b>	<b>MINUTES – 27 JUNE 2007 (ORDINARY MEETING &amp; EXTRAORDINARY MEETING)</b>	
	<p>To approve and sign as an accurate record the minutes of the Ordinary Council Meeting held on 27 June 2007.</p> <p>To approve and sign as an accurate record the minutes of the Extraordinary Council meeting held on 27 June 2007.</p>	
<b>2.</b>	<b>APOLOGIES FOR ABSENCE</b>	
<b>3.</b>	<b>MAYOR’S &amp; CHIEF EXECUTIVE’S ANNOUNCEMENTS (IF ANY)</b>	Circulated separately
<b>4.</b>	<b>DECLARATIONS OF INTEREST</b>	
	<p>If a Councillor has any personal or prejudicial interest in a particular report they should declare an interest.</p> <p>A Councillor should not take part in the discussion or vote on a matter in which they have a prejudicial interest. They should withdraw from the meeting whilst the matter is under consideration unless the disability to participate has been removed by the Standards Committee, or unless a relevant exemption applies under the Council’s Code of Conduct.</p>	
<b>5.</b>	<b>PUBLIC QUESTIONS (20 MINUTES)</b>	
	<p>The Leader / relevant Cabinet Member to reply to any questions submitted by members of the public:</p> <p>[ NB: No public questions have been submitted for this meeting of the council. ]</p>	
<b>6.</b>	<b>ITEMS FOR DECISION / COMMITTEE REPORTS (IF ANY)</b>	
	<p><u><a href="#">Treasury Management Outturn report</a></u></p>	

[Review of Polling Districts & Polling Places 2007](#)

[10<sup>th</sup> London Local Authorities Bill](#)

[Audit Committee Report to Council](#)

**7. SPECIAL MOTIONS**

To consider and determine any Special Motions:

[Special Motion No.1 – Fulham Schools Commission](#)

[Special Motion No.2 – Affordable Housing](#)

[Special Motion No.3 – Local Shops](#)

[Special Motion No.4 – Borough Housing Policy](#)

**8. INFORMATION REPORTS – TO NOTE (IF ANY)**

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jpc/11/09/07

# COUNCIL MINUTES

(ORDINARY COUNCIL MEETING)

WEDNESDAY 27 JUNE 2007



PRESENT:

The Mayor ( Councillor Minnie Scott Russell )  
Deputy Mayor ( Councillor Andrew Johnson)

Councillors:

Michael Adam  
Colin Aherne  
Mrs Adronie Alford  
Nicholas Botterill  
Paul Bristow  
Victoria Brocklebank-  
Fowler  
Jean Campbell  
Michael Cartwright  
Alex Chalk  
Stephen Cowan  
Gill Dickenson  
Gavin Donovan  
Caroline Ffiske

Rachel Ford  
Stephen Greenhalgh  
Lucy Gugen  
Steve Hamilton  
Wesley Harcourt  
Lisa Homan  
Robert Iggulden  
Lucy Ivimy  
Donald Johnson  
Alex Karmel  
Jane Law  
Antony Lillis  
Mark Loveday

Lisa Nandy  
Ed Owen  
Harry Phibbs  
Dame Sally Powell  
Alexandra Robson  
Greg Smith  
Frances Stainton  
Peter Tobias  
Mercy Umeh  
Rory Vaughan  
Eugenie White

## **12. MINUTES – 30 MAY 2007**

7.00pm - The minutes of the Annual Council Meeting held on 30 May 2007 were confirmed and signed as an accurate record.

## **13. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bentley, Bethell, Binmore, Burley, Donovan (B), Gore and McLaughlin.

## **14. MAYOR'S ANNOUNCEMENTS**

The Mayor's Announcements were circulated and tabled at the meeting. (Copy attached as **Appendix 1** to these minutes).

## **15. DECLARATIONS OF INTEREST**

Noted declarations of interest in the following items of business on the agenda for the Ordinary Council meeting made by Councillors:-

Councillor Greg Smith – declaration of personal interest in Special Motion No.2 as a council representative on Fulham legal Advice Centre.

Councillor Lucy Ivimy – declaration of personal interest in Special Motion No.3 as a governor of John Betts School.

Councillor Peter Tobias – declaration of personal interest in Special Motion no.3 as a governor of St.Mary's primary school

Councillor Wesley Harcourt – declaration of personal interest in Special Motion No.2 as a council representative to H&F CAB.

Councillor Paul Bristow – declaration of personal interest in Special Motion No.3 as a governor of Bayonne Nursery School.

Councillor Lucy Gugen – declaration of personal interest in Special Motion No.3 as a governor of Normand Croft School.

Councillor Rory Vaughan– declaration of personal interest in Special Motion No.9 as a resident of Larden Road.

Councillor Antony Lillis – declaration of personal interest in Special Motion No.2 as a Director of Lyric Theatre.

Councillor Alex Karmel – declaration of personal interest in Special Motion No.3 as Chairman of Governors Sir John Lillie School.

Councillor Adronie Alford – declaration of personal interest in Special Motion No.2 as a Trustee of Bishop Creighton House.

Councillor Steve Hamilton– declaration of personal interest in Special Motion No.3 as a governor of Sullivan Primary School.

Councillor Harry Phibbs– declaration of personal interest in Special Motions No.2 & 8 as a council representative on Hammersmith Law Centre and as a member of the Council's Adoption Panel .

Councillor Victoria Brocklebank-Fowler – declaration of personal interest in Special Motions No.2 & 3 as a governor of Fulham Cross School and as a Board Member of Lyric Theatre.

Councillor Frances Stainton – declaration of personal interest in Special Motion No.2 as a Director of Lyric Theatre.

Councillor Eugenie White – declaration of personal interest in Special Motion No.3 as a governor of Bentworth School.

Councillor Lisa Nandy – declaration of personal interest in Special Motion No.2 as a board member of the Lyric Theatre.

Councillor Stephen Cowan – declaration of personal interest in Special Motion No.2 as a council representative of H&F Law Centre and Riverside Theatre Trust .

## **16. PUBLIC QUESTION TIME (20 MINUTES)**

7.10pm - The Mayor called on those members of the public who had submitted questions to the Leader or to Cabinet Members to ask their questions:

Question No.1 – Ms. Catherine Reifen to the Deputy Leader of the Council (Councillor Nicholas Botterill).

Question No.4 – Ms.Meher Oliaji to the Leader of the Council (Councillor Stephen Greenhalgh)

Public Questions Nos.2 & 3 were not asked, and a written reply will be sent to the questioners after the meeting.

[Copies of all public questions submitted and the reply given are attached at **Appendix 2** to these minutes.]

## **17. ITEMS FOR DECISION / COMMITTEE REPORTS**

7.17pm – **The Council's Corporate Plan 2007/8**

The report and recommendation was moved for adoption by the Leader of the Council, Councillor Stephen Greenhalgh, seconded by the Deputy Leader, Councillor Nicholas Botterill.

The report and recommendations were put to the vote:

FOR	25
AGAINST	0
ABSTENTIONS	12

The report and recommendations were declared **CARRIED.**

7.18pm - **RESOLVED:**

That the Council's Corporate Plan 2007/8 be approved, including the following statutory requirements:

1. The BVPI outturns and targets listed in Appendix 1 to the report.
2. The Contract statement contained in Appendix 2 to the report.

7.19pm – **Council Constitution: Terms of Reference of Licensing Committee & Sub-Committee**

The report and recommendations were moved for adoption by the Deputy Leader, Councillor Nicholas Botterill, seconded by Councillor Alex Karmel.

A speech on the report were made by Councillor Karmel (for the Administration) before being put to the vote:

FOR	Unanimous
AGAINST	0
ABSTENTIONS	0

The report and recommendations were declared **CARRIED.**

7.20pm - **RESOLVED:**

1. That the Council approves the revised terms of reference of the Licensing Committee and Licensing Sub-Committee with immediate effect, as set out in Appendix 1 to the report.
2. That the Council delegates authority under the gambling Act 2005 as per the revised terms of reference and as illustrated in Annex 1 attached to the report.

7.21pm – **Council Constitution: Scheme of Delegation – Residents' Services**

The report and recommendation was moved for adoption by the Cabinet Member for Residents' Services, Councillor Paul Bristow, seconded by Councillor Adronie Alford.

The report and recommendation was put to the vote:

FOR	Unanimous
AGAINST	0
ABSTENTIONS	0

The report and recommendations were declared **CARRIED.**

7.22pm - **RESOLVED:**

That the Director of Residents' Services detailed Scheme of Delegation be approved and incorporated into the Council's Constitution.

7.23pm – **The Nottingham Declaration on Climate Change**

The report and recommendation was moved for adoption by the Deputy Leader & Cabinet Member for Environment, Councillor Nicholas Botterill seconded by the Chief Whip, Councillor Frances Stainton.

Speeches on the report were made by Councillor Wesley Harcourt (for the Opposition) and Councillor Nicholas Botterill (for the Administration) before being put to the vote:

FOR	Unanimous
AGAINST	0
ABSTENTIONS	0

The report and recommendation was declared **CARRIED.**

7.27pm - **RESOLVED:**

That Members welcome the signing of the Nottingham Declaration on Climate Change and support future actions which will demonstrate the Council's commitment to mitigating for, and adaptation to, potential impacts arising from climate change.

## **18. MOTION THAT AN ITEM OF BUSINESS BE GIVEN PRECEDENCE**

7.28pm – Under Council Procedure Rule 15(e)(iii), Councillor Stainton moved, seconded by Councillor Donald Johnson, that Special Motions 7, 2, 3, 4, 5,& 6 be given precedence.

As there were several community and voluntary sector groups present in the public galleries awaiting the debate on Special Motion No.1 – Eviction of Community Groups, Councillor Aherne challenged the motion as procedurally incorrect.

Councillor Stainton agreed to amend the procedural motion to permit Special Motion No.1 to be heard immediately, followed by Special Motions Nos. 7, 2, 3, 4, 5 & 6 in that order.



The procedural motion was put to the vote:

FOR	Unanimous
AGAINST	0
ABSTENTIONS	0

The motion was declared **CARRIED.**

## 19. SPECIAL MOTIONS

### **Special Motion No. 1 – Eviction of Community Groups**

7.29pm – Councillor Colin Aherne moved, seconded by Councillor Wesley Harcourt, the special motion standing in their names:

“This Council notes that at the Cabinet meeting held on 14 May 2007 members voted in secret to evict all the community groups based in The Hut Association, Godolphin Road, College Park Community Centre, Letchford gardens, and the former Wormholt Library, Hemlock Road. This decision was taken without any prior discussion.

These groups only found out about this decision when they were informed by their ward Councillors after the meeting. Their Councillors knew nothing about these proposals until they appeared on the agenda.

At the same meeting they decided to apply for planning permission to develop the former Wormholt Library site for housing and then to sell it on the open market.

This would necessitate the demolition of the former library building which is listed as a building of special merit and is situated in the Wormholt conservation area.

This Council roundly condemns the Cabinet for this act of environmental vandalism.

This Council also condemns the Cabinet for the decision to evict all these valued community groups from their premises and the underhand way in which this decision was taken.”

Speeches on the motion were made by Councillors Colin Aherne and Wesley Harcourt

Under Council Procedure Rule 15 (e) (vi), Councillor Antony Lillis moved, seconded by Councillor Victoria Brocklebank-Fowler, an amendment to the motion, to delete all words after “This Council” and replace with:

“...notes the Administration’s commitment to reassessing the use of Council-owned buildings housing both staff and other organisations. This Council further

notes the Administration’s commitment to work with any affected community groups to find suitable alternative accommodation. The Council welcomes the input of Ward Councillors in this process.”

Speeches on the amendment were made by Councillors Lillis, Aherne, Cowan, and Umeh before being put to the vote.

FOR -	25
AGAINST	12
ABSTENTIONS	0

The amendment to the motion was declared **CARRIED**

Councillor Lillis (for the Administration) and Councillor Aherne (for the Opposition) made a speech winding up the debate before the substantive motion (as amended) was put to the vote:

FOR -	25
AGAINST	12
ABSTENTIONS	0

The motion as amended was declared **CARRIED**

8.03pm – **RESOLVED:**

This Council notes the Administration’s commitment to reassessing the use of Council-owned buildings housing both staff and other organisations. This Council further notes the Administration’s commitment to work with any affected community groups to find suitable alternative accommodation. The Council welcomes the input of Ward Councillors in this process.

[At this point, although no longer permitted under Council Procedure Rules, Councillor Aherne proceeded to present Councillor Lillis, as Cabinet Member for Community & Children’s Services, with 3 petitions from local community groups seeking to overturn the Council’s decision to sell off the premises currently occupied by their groups.]

**Special Motion No.7 – Change of membership: CGSC & HASCSC**

8.04pm – Councillor Stainton moved, seconded by Councillor Donald Johnson, the special motion standing in their names:

“That Councillor Jane Law replace Councillor Aidan Burley on Cleaner & Greener Scrutiny Committee;

That Councillor Aidan Burley replace Councillor Jane Law on Health & Adult Social Care Scrutiny Committee.”

The motion was put to the vote:

FOR	- Unanimous
AGAINST	- 0
ABSTENTIONS	- 0

The motion was declared **CARRIED.**

8.05 pm - **RESOLVED:**

1. That Councillor Jane Law replace Councillor Aidan Burley on Cleaner & Greener Scrutiny Committee;
2. That Councillor Aidan Burley replace Councillor Jane Law on Health & Adult Social Care Scrutiny Committee.

### **Special Motion No. 2 – Voluntary Sector Funding**

8.06pm - Councillor Antony Lillis moved, seconded by Councillor Stephen Greenhalgh, the special motion standing in their names:

“This Council welcomes the commitment of the current Administration to support the voluntary sector in Hammersmith and Fulham. This commitment has led to an increase to the voluntary sector grants budget which now stands at £4,276.077 more than double the support given to the sector by some neighbouring boroughs.

This Council also welcomes the funding review which recently took place which opened up the ‘closed shop’ for the first time in 10 years and allowed the following 16 new groups to be funded:

Catholic Children’s Society  
Community Education Forum  
Community Property/VSRA  
East European Advice Centre  
Funding BAMER Futures  
H&F Black Minority Ethnic  
H&F Credit Union  
H&F Refugee Forum  
Life Education Centres (ROTALEC)  
Safety Net First  
St John Lillie Play Centre  
Somali Children’s Advocacy  
Standing Together Against Domestic Violence  
Viva Arts  
West London Action for Children  
Zimbabwe Women’s Network-UK (ZIWNUK) H&F

This Council welcomes the fact that as a result of the review many new and emerging BME and Refugee groups have been funded for the first time and also endorses the establishment of the Fast Track small grants scheme which will enable small groups to be funded with grants ranging from £100 - £5,000..”

Speeches on the motion were made by Councillor Antony Lillis and Councillor Stephen Greenhalgh

Under Council Procedure Rule 15 (e) (vi), Councillor Rory Vaughan moved, seconded by Councillor Stephen Cowan, an amendment to the motion to delete all after “this Council” and to insert:

....”calls on the Administration to reverse the cuts in funding to the following voluntary sector groups who have suffered loss of all or a significant part of their grant

- Hammersmith & Fulham Law Centre
- Third Age Foundation
- H&F caring for Carers Association
- Shape London
- Horn of Africa Community Group
- Broadway project
- Community Interpreting & Translation
- Domestic Violence Intervention project
- Iraqi Association
- Kurdish Association
- Shanti
- Threshold Housing Advice
- Turning Point/ Druglink
- Vietnamese Association

The six groups who had deputation to the Cabinet meeting - held on 16 April 2007 – were clearly ignored. Not one member of the Cabinet was prepared to ask any questions of any of them which demonstrates that the Cabinet was closed minded to the views being put forward by the voluntary sector, and this is to be regretted.”

Speeches on the amendment were made by Councillors Vaughan, Cowan, Lillis and Cartwright before the amendment was put to the vote:

FOR	- 12
AGAINST	- 26
ABSTENTIONS	- 0

The amendment to the motion was declared **LOST**.

Speeches on the substantive motion were then made by Councillors Phibbs, Hamilton, Bristow, Law, Nandy and Iggulden, after which Councillor Lillis made a closing speech

winding up the debate before the substantive motion was put to the vote. On a request for names to be recorded, a roll-call vote was taken:

FOR - 26

(Councillors Adam, Alford, Botterill, Bristow, Brocklebank-Fowler, Chalk, Donovan (G), Ffiske, Ford, Greenhalgh, Gugen, Hamilton, Iggulden, Ivimy, Johnson (A), Johnson (D), Karmel, Law, Lillis, Loveday, Phibbs, Robson, Smith, Stainton, Tobias, White)

AGAINST - 0

ABSTENTIONS - 13

(Councillors Aherne, Campbell, Cartwright, Cowan, Dickenson, Harcourt, Homan, Nandy, Owen, Powell, Umeh, Vaughan, The Mayor)

The substantive motion was declared **CARRIED**

8.58 pm - **RESOLVED**:

This Council welcomes the commitment of the current Administration to support the voluntary sector in Hammersmith and Fulham. This commitment has led to an increase to the voluntary sector grants budget which now stands at £4,276.077 - more than double the support given to the sector by some neighbouring boroughs.

This Council also welcomes the funding review which recently took place which opened up the 'closed shop' for the first time in 10 years and allowed the following 16 new groups to be funded:

Catholic Children's Society  
Community Education Forum  
Community Property/VSRA  
East European Advice Centre  
Funding BAMER Futures  
H&F Black Minority Ethnic  
H&F Credit Union  
H&F Refugee Forum  
Life Education Centres (ROTALEC)  
Safety Net First  
St John Lillie Play Centre  
Somali Children's Advocacy  
Standing Together Against Domestic Violence  
Viva Arts  
West London Action for Children  
Zimbabwe Women's Network-UK (ZIWNUK) H&F

This Council welcomes the fact that as a result of the review many new and emerging BME and Refugee groups have been funded for the first time and also endorses the

establishment of the Fast Track small grants scheme which will enable small groups to be funded with grants ranging from £100 - £5,000.

### **Special Motion No.3 – Fulham Schools Commission**

8.59pm – Councillor Antony Lillis moved, seconded by Councillor Stephen Greenhalgh, the special motion standing in their names:

“This Council welcomes the creation of the independent Fulham Schools Commission.”

Speeches on the motion were made by Councillors Lillis and Greenhalgh (for the Administration).

Under Council Procedure Rule 15 (e) (vi), Councillor Lisa Nandy moved, seconded by Councillor Stephen Cowan, an amendment to the motion to delete all after “welcomes” in the first line and to insert:

“...the decision taken to withdraw the application to close Hurlingham & Chelsea Secondary School and it regrets that the deeply flawed process behind the Council’s plan to close the school has caused immense disruption to its students, parents and teachers.

The Council further regrets the waste of public money in pursuing the school closure,

The Council agrees to set up a Borough Commission that involves all of the LEA’s Heads, Teachers and local parents. This should be set up instead of the Commission, whose independence is highly questionable, in order that it can develop a well thought out secondary strategy for all children in the Borough.”

Speeches on the amendment were made by Councillors Nandy and Cowan (for the Opposition) and Councillors Lillis and Greenhalgh (for the Administration) before the motion was put to the vote:

FOR	- 12
AGAINST	- 26
ABSTENTIONS	- 0.

The amendment to the motion was declared **LOST**

The substantive motion was then put to the vote:

FOR	- 26
AGAINST	- 12
ABSTENTIONS	- 0.

The motion was declared **CARRIED**

9.26pm – **RESOLVED:**

That this Council welcomes the creation of the independent Fulham Schools Commission.

**Special Motion No. 4 – Post Office Closures**

9.27pm - Councillor Paul Bristow moved, seconded by Councillor Rachel Ford (in lieu of Councillor Aidan Burley), the special motion standing in their names:

“This Council notes that the Government-run Post Office has resolved to close the Fulham Post Office, located on Farm Lane, less than a year after Hammersmith Post Office was integrated into WH Smith’s on King Street. The Council also notes that this proposal comes, despite many Post Office closures in recent years in both Hammersmith and Fulham, including the North End Road Crown Post Office, the Blythe Road Post Office, Richmond Way and one on Fulham Palace Road, and calls on the Post Office to reverse the decision to move post office services into a busy and cramped WH Smith store.”

Speeches on the motion were made by Councillors Bristow and Ford (for the Administration)

Under Council Procedure Rule 15(e)(vi), Councillor Wesley Harcourt moved, seconded by Councillor Colin Aherne, an amendment to the motion to :

add after the words “Farm Lane” in line 2 of the motion .....”and the Post Office in Old Oak Common Lane”; and

add after the words “reverse the decision to “ in line 7..... “close the Post Office in Old Oak Common Lane and....”

A speech on the amendment was made by Councillor Harcourt before the amendment was put to the vote:

FOR	- Unanimous
AGAINST	- 0
ABSTENTIONS	- 0.

The amendment to the motion was declared **CARRIED.**

Councillor Bristow then made a closing speech on the substantive motion as amended before it was put to the vote:

FOR	- Unanimous
AGAINST	- 0
ABSTENTIONS	- 0.

The substantive motion was declared **CARRIED**

9.37 pm - **RESOLVED:**

This Council notes that the Government-run Post Office has resolved to close the Fulham Post Office, located on Farm Lane and the Post Office in Old Oak Common Lane, less than a year after Hammersmith Post Office was integrated into WH Smith's on King Street. The Council also notes that this proposal comes, despite many Post Office closures in recent years in both Hammersmith and Fulham, including the North End Road Crown Post Office, the Blythe Road Post Office, Richmond Way and one on Fulham Palace Road, and calls on the Post Office to reverse the decision to close the Post Office in Old Oak Common Lane and move post office services into a busy and cramped WH Smith store.

### **Special Motion No. 5 – Police Numbers in the Borough**

9.38pm – Councillor Greg Smith moved, seconded by Councillor Harry Phibbs, the special motion standing in their names:

“This Council welcomes the start of the 24/7 neighbourhood beat policing pilots in Shepherds Bush and Fulham Broadway wards, marking an addition of 50 police officers and PCSO's to the Borough, on top of the Resource Allocation Formula. It further notes the increase since May 2006 of 7 officers serving on the Hammersmith Broadway Safer Neighbourhood Team, four from the Metropolitan Police and three funded by the Greater Hammersmith Bid – making the Hammersmith Broadway Safer Neighbourhood Team one of the largest in London. The Council also resolves to continue to lobby the Home Office, Metropolitan Police Authority and Scotland Yard to increase the number of Police Officers deployed in the Borough further.”

Speeches on the motion were made by Councillors Smith, Phibbs and Chalk (for the Administration).

Under Council Procedure Rule 15 (e) (vi), Councillor Stephen Cowan moved, seconded by Councillor Lisa Homan, an amendment to the motion to delete all words after “This Council” and insert:

.....”resolves to permanently reverse the 25% cut in the Hammersmith Broadway Safer Neighbourhood Police Team and regrets that this cut was made by the Council while the ward has the highest rate of crime in the whole of the Borough, and at a time of increased anxiety about crime in the ward. It further resolves to reverse the cuts in the Safer Neighbourhood Police Teams in other wards.”

A speech on the amendment was made by Councillor Cowan (for the Opposition) .

[**Note:** 9.56pm - At this point in the proceedings, under Council Procedure Rule 24.3, Councillor Stainton moved, seconded by Councillor Donald Johnson, that the guillotine coming into effect at 10.00pm be delayed for an additional half-hour to enable the Council to complete its business. The motion was put to the vote and agreed unanimously.]



Councillor Lisa Homan (for the Opposition), and Councillors Greenhalgh and Hamilton (for the Opposition) made further speeches on the amendment before it was put to the vote:

FOR	- 11
AGAINST	- 25
ABSTENTIONS	- 0

The amendment to the motion was declared **LOST**

Councillor Cowan (for the Opposition) and Councillor Smith (for the Administration) then made closing speeches on the substantive motion before it was put to the vote. On a request for names to be recorded, a roll-call vote was taken:

FOR	-25
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(Councillors Adam, Alford, Botterill, Bristow, Brocklebank-Fowler, Chalk, Donovan (G), Ffiske, Ford, Greenhalgh, Gugen, Hamilton, Iggulden, Ivimy, Johnson (A), Johnson (D), Karmel, Law, Lillis, Loveday, Phibbs, Smith, Stainton, Tobias, White)

AGAINST	- 0
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ABSTENTIONS	- 12
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(Councillors Aherne, Campbell, Cartwright, Cowan, Dickenson, Harcourt, Homan Nandy, Owen, Umeh, Vaughan, The Mayor)

The substantive motion was declared **CARRIED**

10.17pm – **RESOLVED:**

This Council welcomes the start of the 24/7 neighbourhood beat policing pilots in Shepherds Bush and Fulham Broadway wards, marking an addition of 50 police officers and PCSO's to the Borough, on top of the Resource Allocation Formula. It further notes the increase since May 2006 of 7 officers serving on the Hammersmith Broadway Safer Neighbourhood Team, four from the Metropolitan Police and three funded by the Greater Hammersmith Bid – making the Hammersmith Broadway Safer Neighbourhood Team one of the largest in London. The Council also resolves to continue to lobby the Home Office, Metropolitan Police Authority and Scotland Yard to increase the number of Police Officers deployed in the Borough further.

### **Special Motion No. 6 – CPA 4-Star Rating**

10.18pm – Councillor Mark Loveday moved, seconded by Councillor Donald Johnson, the special motion standing in their names:

“This Council congratulates the award of the top four-star rating to the Borough from the Audit Commission for the quality of Council services, and for delivering a 3 per cent Council tax cut in April - the biggest in Britain. This Council calls on the Administration to continue to deliver better services and lower taxes.”

Speeches on the motion were made by Councillors Loveday and Donald Johnson (maiden speech).

Under Council Procedure Rule 15 (e) (vi), Councillor Michael Cartwright moved, seconded by Councillor Rory Vaughan, an amendment to the motion to delete all words after “This Council” and insert:

.....”welcomes the decision of the Audit Commission to revise its assessment and award the Council four stars which brings credit to the previous Labour Administration as well as the current Conservative Administration.”

Speeches on the amendment were made by Councillor Cartwright (for the Opposition).

[**Note:** 10.30pm - At this point in the debate, the provisions of the guillotine came into effect and further debate on the amendment was curtailed.]

The amendment was put to the vote:

FOR	- 11
AGAINST	- 25
ABSTENTIONS	- 0

The amendment to the motion was declared **LOST**

Councillor Mark Loveday made a closing speech winding up the debate before the substantive motion was put to the vote:

FOR	- 25
AGAINST	- 0
ABSTENTIONS	- 11

The substantive motion was declared **CARRIED**

10.35pm – **RESOLVED:**

This Council congratulates the award of the top four-star rating to the Borough from the Audit Commission for the quality of Council services, and for delivering a 3 per cent Council tax cut in April - the biggest in Britain. This Council calls on the Administration to continue to deliver better services and lower taxes.

**Special Motion No. 8 – Adoption & Permanent Placement Panel**

10.36pm – Councillor Lisa Nandy moved, seconded by Councillor Michael Cartwright, the special motion standing in their names:

“This Council believes that one of the most important duties of councillors is their responsibility towards the vulnerable children in our care.

This Council notes that no previous Labour administration experienced problems appointing two Labour members to the Adoption & Permanent Placement Panel, all of whom served for many years. This Council is disappointed that a lack of similar commitment by Conservative councillors has led the new administration to reduce the number of appointments to this panel by 50%, to just one.

This Council notes that, despite this reduction in membership, there have been three different councillors appointed in just twelve months, and believes this does not demonstrate a commitment to the council’s duty towards vulnerable children.

This council agrees that this role should be performed out of a sense of duty, as occurred under the previous Labour administrations, and the administration should not have to resort to paying an RA of over £6,000 per year to take on this commitment.

This council therefore condemns the lack of commitment shown thus far towards all the vulnerable children in the council’s care.”

The motion was put to the vote without discussion:

FOR	- 11
AGAINST	- 25
ABSTENTIONS	- 0

The motion was declared **LOST**

**Special Motion No. 9 – 272 Bus Route**

10.37pm – Councillor Lisa Homan moved, seconded by Councillor Gill Dickenson, the special motion standing in their names:

“This Council congratulates TfL for the introduction of the 272 bus route in 2002 and recognises that passenger numbers far outstrips original estimates. The bus service is very much appreciated by many local residents, particularly those living in western Askew Ward who rely on it to go about their daily business. The Council therefore resolves to resist any attempts to re-route the bus and fully supports the continuation of the present service.”

The motion was put to the vote without discussion:

FOR	- 11
AGAINST	- 25
ABSTENTIONS	- 0

The motion was declared **LOST**

**20. INFORMATION REPORTS TO COUNCIL (IF ANY)**

There were no information reports to this meeting of the Council.

\* \* \* \* \* CONCLUSION OF BUSINESS \* \* \* \* \*

Meeting ended: 10.39p.m. - Wednesday, 27 June 2007.

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MAYOR

# COUNCIL MINUTES

(EXTRAORDINARY COUNCIL MEETING)

WEDNESDAY 27 JUNE 2007



PRESENT:

The Mayor ( Councillor Minnie Scott Russell )  
Deputy Mayor (Councillor Andrew Johnson)

Councillors:

Michael Adam

Colin Aherne

Mrs Adronie Alford

Nicholas Botterill

Paul Bristow

Victoria Brocklebank -

Fowler

Aidan Burley

Jean Campbell

Michael Cartwright

Alex Chalk

Stephen Cowan

Gill Dickenson

Gavin Donovan

Caroline Ffiske

Rachel Ford

Stephen Greenhalgh

Lucy Gugen

Steve Hamilton

Wesley Harcourt

Lisa Homan

Robert Iggulden

Lucy Ivimy

Donald Johnson

Alex Karmel

Jane Law

Antony Lillis

Mark Loveday

Lisa Nandy

Ed Owen

Harry Phibbs

Dame Sally Powell

Alexandra Robson

Greg Smith

Frances Stainton

Peter Tobias

Mercy Umeh

Rory Vaughan

Eugenie White

## 21. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bentley, Bethell, Binmore, Burley, Donovan (B), Gore and McLaughlin.

## 22. DECLARATIONS OF INTEREST

There were no declarations of interest at this meeting of the Council

## 23. MAYOR'S ANNOUNCEMENTS

There were no Mayor's Announcements.

## 24. REPORTS & MOTIONS

The Mayor announced that the Extraordinary Meeting had been called in accordance with Schedule 12 Part I paragraph (3) (1) of the Local Government Act 1972 and Council Procedure Rule 3 (c) to discuss 3 Special Motions, as set out below:

### 10.40pm – **Special Motion No.1 – Hurlingham & Chelsea School**

Councillor Aherne moved (in lieu of Councillor McLaughlin), seconded by Councillor Cowan, the special motion standing in their names:

“This Council welcomes the decision taken to withdraw the application to close Hurlingham and Chelsea Secondary School and it regrets that the deeply flawed process behind the Council's plan to close the school has caused immense disruption to its students, parents and teachers.

The Council further regrets the waste of public money in pursuing the school closure and recognises that the people of this borough can have no confidence in the Cabinet Members for Education and Community & Children's Services following recent events.

The Council agrees to set up a Borough Commission that involves all of the LEA's Heads, Teachers and local parents. This should be set up instead of the so called Independent Commission and it should look to develop a well thought out secondary school strategy for the whole borough.”

With the consent of the Council, the motion was withdrawn.

10.41pm - **RESOLVED:** Accordingly

### 10.42pm – **Special Motion No.2 – Funding to Voluntary Sector Groups**

Councillor Vaughan moved, seconded by Councillor Cartwright, the special motion standing in their names:

“This Council calls on the Administration to reverse the cuts in funding to the following voluntary sector groups, who have suffered loss of all or a significant part of their grant.

- Hammersmith and Fulham Community Law Centre
- Third Age Foundation
- Hammersmith and Fulham Caring for Carers Association
- Shape London
- Horn of Africa Community Group
- Broadway Project
- Community Interpreting and Translation
- Domestic Violence Intervention Project
- Iraqi Association
- Kurdish Association
- Shanti
- Threshold Housing Advice
- Turning Point/ Druglink
- Vietnamese Association

The six groups who had a deputation to the Cabinet Meeting - held on the 16th April 2007 - were clearly ignored. Not one member of the cabinet was prepared to ask any questions of any of them which demonstrates that the cabinet was closed minded to the views being put forward by the voluntary sector and this is to be regretted.”

With the consent of the Council, the motion was withdrawn.

10.43pm - **RESOLVED:** Accordingly.

10.44pm – **Special Motion No.3 – Safer Neighbourhoods Police Teams**

Councillor Cowan moved , seconded by Councillor Homan, the special motion standing in their names:

“This Council resolves to permanently reverse the 25% cut in the Hammersmith Broadway Safer Neighbourhood Police Team and regrets that this cut was made by the Council while the ward has the highest rate of crime in the whole of the Borough and at a time of increased anxiety about crime in the ward. It further resolves to reverse the cuts in the Safer Neighbourhood Police Teams in other wards.”

With the consent of the Council, the motion was withdrawn.

10.45pm - **RESOLVED:** Accordingly

\* \* \* \* \* CONCLUSION OF BUSINESS \* \* \* \* \*

Meeting ended: 10.45p.m. - Wednesday, 27 June 2007.

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MAYOR





# REPORT TO COUNCIL

# 6.1

19 SEPTEMBER 2007

**LEADER**

*Councillor Stephen  
Greenhalgh*

**TREASURY MANAGEMENT OUTTURN  
REPORT**

**WARDS**

All

Synopsis

This report provides information on the Council's debt, borrowing and investment activity for the financial year ending 3 March 2007.

**CONTRIBUTORS**

FD

**RECOMMENDATION:**

**That the borrowing and investment activity for the period 1 April 2006 to 31 March 2007 be noted.**

## 1. INTRODUCTION AND BACKGROUND

1.1 Treasury management in local government is regulated by the 2001 revision of the CIPFA Code of Practice on Treasury Management in the Public Services (the Code). This Council has adopted the Code and fully complies with its requirements. Council approved this in January 2002.

It is a statutory requirement to report to full Council by 30 September in any given year, the results of the Council's Treasury Management activities in the preceding financial year. This report deals with 2006/07.

1.2 This annual report covers:

- The Council's current treasury position
- Interest rates
- Performance measurement
- Investment outturn for 2006/07
- Compliance with treasury limits and Prudential Indicators
- Debt rescheduling.

## 2. CURRENT TREASURY POSITION

2.1 The Council's debt position at the beginning and end of the year was as follows:

	<b>31 March 2006</b>		<b>31 March 2007</b>	
	<b>Principal</b>	<b>Ave. Rate</b>	<b>Principal</b>	<b>Ave. Rate</b>
	<b>£000's</b>		<b>£000's</b>	
Fixed Rate - PWLB	£343,520		£378,520	
Variable Rate - PWLB	£ 15,000		£ Nil	
Market & Temporary Loans	£ Nil		£ Nil	
<b>Total Debt</b>	<b>£358,520</b>	6.70 %	<b>£378,520</b>	6.28%
<b>Total Investments</b>	<b>£44,700</b>	4.68 %	<b>£91,000</b>	4.94%

## 3. INTEREST RATES

3.1 Bank Rates started 2006/07 at 4.5%, having been unchanged at this level since August 2005. The Bank of England inflation report of May 2006 marked a watershed in as much as the MPC switched from a loosening bias on interest rates to a tightening bias. MPC suspicions that official data had been under recording the strength of economic growth were vindicated by retrospective increases to annual growth figures extending back as far as 2001 in the quarter 1 2006 GDP figures. These revisions also increased the Q4 2005 and Q1 2006 GDP growth figures up from 0.6% to 0.7% quarter on quarter. This tipped

previous expectations of an underperforming UK economy over into one that was running at or above its trend rate of growth. Previous expectations of cuts in Bank Rate in 2006 evaporated and were replaced by the reverse expectation i.e. at least one, if not two increases of 0.25% by the end of 2006. Bank Rate accordingly rose to 4.75% in August 2006 and then to 5.0% in November.

- 3.2 This was then followed by another rate increase in January 5.25% which was a huge shock to both the financial markets and forecasters and immediately sparked inferences that the MPC had access to some bad news on the inflation front, which was not available to the markets at that time, before it took that decision. These fears were indeed confirmed soon after by the news that Consumer Price Inflation had jumped to 3.0% in December, a whisker away from the MPC having to write a letter of explanation to the Chancellor (if it had gone over 3.0%). The annual growth rate also hit 3.0%, the highest in two years, in Q4 2006 adding to confirmation that the recent increases in Bank Rate had done little to dampen the economy and stoking expectations that Bank Rate would have to rise even further.
- 3.3 The PWLB 45-50 year rate started the year at 4.20% (25-30 year rate at 4.30%) and fell to a low of 4.05% several times in late September to early November (25-30 year rate low was 4.20% in September and November). The high point for 45-50 year rate was 4.50% in late March 2007 (25-30 years had several highs of 4.65% in January to March 2007) before finishing the year at 4.45% (25-30 year 4.65%). The sustained rise in long term rates in Q4 2006 and Q1 2007 was underpinned by the rise in inflation expectations.

#### 4. PERFORMANCE MEASUREMENT

- 4.1 Debt Performance - As shown in para 2.1 the average debt portfolio rate has reduced over the course of the year from 6.70% to 6.28%.
- 4.2 An analysis of the Council's long term (PWLB) borrowings by maturity (i.e. date of repayment) is as follows:

PWLB	31 March 2006 £000s	31 March 2007 £000s
Up to two years	5,000	0
Between two and five years	16,000	16,000
Between five and ten years	68,056	65,456
More than ten years	<u>269,464</u>	<u>297,064</u>
Total	<u>358,520</u>	<u>378,520</u>

- 4.3 An analysis of movements on loans and investments during the period is shown below:

	Balance 31.03.06 £000s	Loans/Invs Raised £000s	Loans/Invs Repaid £000s	Balance 31.03.07 £000s
PWLB	358,520	80,000	60,000	378,520
Money Market loans	0	0	0	0
Temporary loans	0	0	0	0
Total debt	<u>358,520</u>	<u>80,000</u>	<u>60,000</u>	<u>378,520</u>
Investments	<u>44,700</u>	<u>1,479,300</u>	<u>1,433,000</u>	<u>91,000</u>

- 4.4 From 1 April 2006 to 31 March 2007 the Council took 7 new Public Works Loan Board loans totalling £80 million and repaid 6 loans totalling £60 million.
- 4.5 Of the £80 million new borrowing, £55 million was replacement borrowing as a result of debt rescheduling done in July 2006 and November 2006, see para 5.1.
- 4.6 Investment Performance – The authority manages its investments in-house and invests with the institutions listed in the Council’s approved lending list. The Council invests for a range of periods from over night to 364 days, depending on the Council’s cash flow, its interest rate view and the interest rates on offer.

	Average Investment	Average Interest Rate	Benchmark Return
Internally Managed	£77,100,000	4.94%	4.85%

- 4.7 The benchmark for internally managed funds is the weighted average 7-day LIBID rate sourced from the Financial Times.
- 4.8 Investments as at 31 March 2007 stood at £91 million, whilst the average for the year was £77,100,000. The Council exceeded the benchmark return by 0.09% but was just under our target of 0.1% by 0.01%.

## 5. INVESTMENT OUTTURN FOR 2006/07

- 5.1 The Council viewed the market’s expectation for Bank Rate as too low, and that short term rates would rise during the year. Investments were, accordingly, kept short, with a view to enabling returns to be compounded more frequently.
- 5.2 The Council also utilised a number of call accounts and surplus cash was invested in an Abbey National Call Account and two Bank of Scotland accounts, one of them a call account and the other a 7 day notice account. The Abbey National and the Bank of Scotland call accounts track base rates, and were on average higher than over night and other short dated rates, whilst still allowing instant access to the funds.

5.3 The 7 day notice Bank of Scotland Account guarantees to receive the best rate of either Base Rate or Bank of Scotland Managed rate whichever is the higher. This rate has fluctuated between a low of 4.53% and a high 5.42%.

## **6. DEBT RESCHEDULING**

6.1 In the first part of this year the expectation of higher bank rates and the high underlying demand for long-dated gilts meant that the yield curve remained steeply inverted with shorter period rates close to 5% and 50 year rates closer to 4%.

6.2 As a result of the shape of the yield curve, opportunities were taken to restructure debt by repaying shorter dated debt or debt linked to short term rates and refinancing with longer dated debt.

6.3 The actual transactions were as follows:

a) In July 2006 £40 million of loans at an average of 4.5% were repaid when discount rates were higher, generating a discount of around £650,000 and replaced with £40 million of new loans at 4.35% generating savings of £49k in the current year and thereafter £49k per annum for a further 23 years.

b) In September 2006 a £15 million variable rate loan was repaid and replaced with a new fixed rate loan at 4.10% for 50 years again generating savings of £54k in the current year and thereafter £54k for a further 7 years.

## **7. COMPLIANCE WITH TREASURY LIMITS**

7.1 During the financial year the Council operated within its treasury limits and the Prudential Indicators as set out in the Council's Treasury Strategy Report. The Prudential Indicators were reported to Leadership Scrutiny Panel every 3 months and the limits have not been exceeded.

## **8. COMMENTS OF THE DIRECTOR OF FINANCE**

8.1 The comments of the Director of Finance are contained within this report.

## **9. COMMENTS OF THE HEAD OF LEGAL SERVICES**

9.1 The Council is required to receive this report before the 30<sup>th</sup> September 2007.

## **10. COMMENTS OF THE VALUE FOR MONEY SCRUTINY COMMITTEE**

10.1 The comments of the Value For Money Scrutiny Committee will be tabled after its meeting on 11 September.

**LOCAL GOVERNMENT ACT 2000**  
**LIST OF 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.	Loans and Investments Ledger	Rosie Watson Ext: 2563	2 <sup>nd</sup> Floor Town Hall Ext.
2.	Treasury Management documents	Rosie Watson Ext: 2563	2 <sup>nd</sup> Floor Town Hall Ext.

**19 SEPTEMBER 2007**

**LEADER**

*Councillor Stephen  
Greenhalgh*

**POLLING DISTRICTS AND POLLING PLACES  
REVIEW 2007**

**WARDS**

All

This report conducts the statutory review of polling stations and places required under the Electoral Administration Act 2006. The review must be completed by 31 December 2007, and carried out every four years thereafter.

**CONTRIBUTORS**

ACE

**RECOMMENDATION:**

To approve new polling arrangements for the borough, as recommended in part 1 of the report.

## **1 RECOMMENDATIONS**

- 1.1 That the polling place for CPA polling district be Kenmont Primary School, Valliere Road.
- 1.2 That CPB polling district be combined with CPC polling district.
- 1.3 That electors north of Mund Street be transferred from NEB to NEA polling district.
- 1.4 That the polling place for NEB polling place be West Kensington Tenants Association Hall.
- 1.5 That King Henry Row, Broomhouse Road be transferred from PGB to PGA polling district.
- 1.6 That the polling place for PRC polling district be a temporary polling station at, or near, the TA Centre, Fulham High Street.
- 1.7 That RPA polling district be combined with RPB polling district, and that the polling place be Pocklington Lodge, Rylett Road.
- 1.8 That the polling place for SEA polling district be Parsons Green Club, Broomhouse Lane.
- 1.9 That a new polling district of SED be created, and that the polling place be The Wharf Rooms, Imperial Road.
- 1.10 That SBE polling district be combined with SBC polling district.
- 1.11 That the polling place for TWC be Community Hall, Lancaster Court
- 1.12 That polling arrangements for other polling districts be as currently designated and shown in Appendix 1.

## **2 BACKGROUND**

- 2.1 Under the Representation of the People Act 1983, the Council has a duty to divide the borough into polling districts and to designate a polling place for each district. It also has to keep these arrangements under review.
- 2.2 The last general review in Hammersmith & Fulham was carried out during 2000 and 2001, and it came into force at the 2002 council election. Since then no polling district has been altered, although some polling places have been changed temporarily when building works have affected the usual designated place.



- 2.3 Section 16 of the Electoral Administration Act 2006 introduced a number of changes to the 1983 Act in respect of the way reviews must be undertaken.
- 2.4 The most important change is that the Council must conduct a full review by 31 December 2007, and then every four years. This does not prevent changes being made at any time before the next full review in 2011.
- 2.5 The arrangements made for parliamentary elections are also used at other elections.

### **3 THE REVIEW AND CONSULTATION**

- 3.1 The review was announced by public notice on 7 June 2007. The Returning Officer reported on existing and proposed changes and this formed the basis for consultation between 22 June 2007 and 24 August 2007. In general, because the 2001 review had been very extensive, the Returning Officer proposed to keep the existing polling arrangements where possible, and to make only minimal changes where circumstances required this.
- 3.2 Details were sent to local elected representatives and political parties, and to 440 community contacts, including people identified as having particular expertise in relation to access for electors with different forms of disability. All documents were published on the council's website.
- 3.3 Unless highlighted below, the comments received from the consultation were in favour of the Returning Officer's proposals, and there were no objections.
- 3.4 The Returning Officer confirms that this report accurately summarises the outcome of the consultation, which must be conscientiously taken into account by the Council in reaching its decision.
- 3.5 The report now considers wards with no changes, followed by those wards where either the Returning Officer suggested changes or highlighted issues, or alternatives arose from the consultation.

#### **4 WARDS WITH NO CHANGES**

- 4.1 The Returning Officer proposed no changes to polling arrangements, and no alternatives were suggested during consultation, in the following wards: **Addison, Askew, Avonmore & Brook Green, Fulham Broadway, and Wormholt & White City.**
- 4.2 The Returning Officer recommends the existing polling arrangements continue in these wards.

#### **5 COLLEGE PARK & OLD OAK**

- 5.1 The Returning Officer made two proposals, affecting **CPA** and **CPB** polling districts.
- 5.2 The current polling place for **CPA** is College Park Community Centre. The council has a proposal for the possible disposal of this building. Should this take place the polling place will need to be changed to Kenmont Primary School. In order to avoid disruption for pupils and parents/guardians, the borough's schools are used as polling places only in exceptional cases. However, this school is the only other suitable public building in the polling district.
- 5.3 **CPB** was a small district only catering for residents of Oaklands House, Old Oak Common Lane. There are now no electors at Oaklands House, which is vacant and for sale. It is proposed to merge CPB and CPC polling districts.
- 5.4 It was originally proposed to reletter the polling districts – CPC would become CPB etc. However, to avoid confusion and aid comparison with previous years it is now intended to retain the existing district codes.
- 5.5 The Returning Officer recommends that the polling place for CPA polling district be Kenmont Primary School, Valliere Road, and that CPB and CPC polling districts be combined with the polling place at Old Oak Community Centre, Braybrook Street.

#### **6 FULHAM REACH**

- 6.1 The Returning Officer proposed no changes for this ward.
- 6.2 A proposal was received from consultation to change the polling place for **FRB** from Matthews Hall, Margravine Road to William Morris Academy, and to change the polling place for **FRD** from Twynholm Baptist Church to St Augustine's School. It was argued that both alternatives would provide better access and visibility for voters.

- 6.3 The Returning Officer believes the current polling places are central to the districts they serve, whereas the alternatives are on the edges of the districts. These would certainly not improve access for voters. Additionally, the Returning Officer prefers not to use schools (unless there is no suitable alternative) in order to avoid disruption for pupils and parents/guardians.
- 6.4 The Returning Officer recommends that the current polling arrangements remain unaltered.

## **7 HAMMERSMITH BROADWAY**

- 7.1 The Returning Officer proposed no changes for this ward.
- 7.2 A proposal was received from consultation to change the polling place for **HBB** from Cambridge School, Cambridge Grove to Godolphin & Latymer School, Iffley Road. Although Cambridge School is known to regular voters, it is now on the edge of the district (following the introduction of the new wards) and at the end of a cul-de-sac; indeed many voters would pass Godolphin & Latymer to get to Cambridge School. The current polling place has steps which have to be ramped for disabled access.
- 7.3 Officers have contacted Godolphin & Latymer and the school feels it currently does not have suitable premises for polling station use. However, the school has acquired the former St John's Church, Glenthorne Road and this is to be a hall and drama unit. There may be a possibility of using this new site from summer 2008.
- 7.4 The Returning Officer is sympathetic to this alternative as it would improve access for most electors, and will review the situation next year when the St John's site has been completed and its suitability has been assessed.
- 7.5 The Returning Officer recommends no change to the polling arrangements for HBB polling district, at this stage.

## **8 MUNSTER**

- 8.1 The Returning Officer noted that a possible change of use of Munster Centre (**MUD** polling district) may require a new polling place, and he asked for alternatives. The only suggestions offered were St John's School (next door to Munster Centre) or a temporary station in Lalor Street.

- 8.2 The Returning Officer wishes to assess if the Munster Centre will continue to have a suitable room for the polling station, and to review this case again in the near future.
- 8.3 The Returning Officer recommends no change to the polling arrangements for MUD polling district, at this stage.

## **9 NORTH END**

- 9.1 The Returning Officer originally proposed no changes for this ward.
- 9.2 However, following the consultation, it has been noted that there are proposals to rebuild and alter the use of Gibbs Green School (**NEB** polling district) as part of the council's primary and special schools strategy.
- 9.3 The only alternative building in this polling district is the Tenants Association Hall situated in the south of the district. This new polling place will be some distance from electors in the north of NEB polling district, so it is proposed to transfer 588 electors living north of Mund Street to NEA polling district.
- 9.4 The Returning Officer recommends transferring the area north of Mund Street from NEB to NEA polling district, and that the polling place for the remainder of NEB district be West Kensington Tenants Association Hall, Lillie Road.

## **10 PARSONS GREEN WARD**

- 10.1 The Returning Officer proposed a minor change to transfer King Henry Row from **PGB** to **PGA** polling district, so as to have all of Broomhouse Road in one district. This affects only 6 houses and 5 electors.
- 10.2 The Returning Officer recommends that all of Broomhouse Road be in PGA polling district.

## **11 PALACE RIVERSIDE**

- 11.1 The Returning Officer's report noted the poor location of All Saints Church Hall, the current polling place for **PRC**, and asked for alternatives in the area near Putney Bridge underground station.
- 11.2 In the absence of a suitable building in this area, the only other suggestion was for a temporary polling station to be parked near to the TA Centre, Fulham High Street.

- 11.3 The Returning Officer recommends that the polling place for PRC polling district be a temporary polling station at, or near, the TA Centre, Fulham High Street.

## **12 RAVENSCOURT PARK**

- 12.1 The Returning Officer's report proposed to combine **RPA** and **RPB** polling districts, with a new polling place at Pocklington Lodge, Rylett Road.
- 12.2 Goldhawk Road is the boundary between the current Ealing, Acton & Shepherds Bush and Hammersmith & Fulham parliamentary constituencies, dividing RPA and RPB polling districts. At the next General Election both districts will be in the new Hammersmith constituency.
- 12.3 Both current polling stations are opposite each other and this has caused considerable confusion for voters. 282 Goldhawk Road (RPA) is no longer available. The polling station at Sulgrave Club (RPB) is actually located in a small side annexe, because the main club building is not accessible for disabled voters. This polling station would be too small to take electors from RPA as well as RPB.
- 12.4 It was originally proposed to reletter the polling districts – RPC would become RPB etc. However, to avoid confusion and aid comparison with previous years it is now intended to retain the existing district codes.
- 12.5 The Returning Officer recommends that RPA and RPB polling districts be combined and that the polling place be Pocklington Lodge, Rylett Road.

## **13 SANDS END**

- 13.1 The Returning Officer proposed two changes in this ward.
- 13.2 The temporary polling station for **SEA** polling district is to be replaced by using the Parsons Green Club, Broomhouse Lane.
- 13.3 Following the 2001 review the council is directed by The Electoral Commission to establish a separate polling district for Imperial Wharf/ Chelsea Harbour when the development is completed.
- 13.4 Although building continues, the Returning Officer feels it is now appropriate to establish a new **SED** polling district as part of this review. The proposed polling place will be The Wharf Rooms, Imperial Road. This building is the community centre for Imperial Wharf, but it is not an immediate front-street location. Jury's Hotel is more prominent but it does not have a suitable room for a polling station. The polling place will be kept

under review in case a more suitable building emerges as part of the ongoing development.

- 13.5 The Returning Officer recommends a new SED polling district and that its polling place be The Wharf Rooms, Imperial Road.

#### **14 SHEPHERDS BUSH GREEN**

- 14.1 Goldhawk Road is the boundary between the current Ealing, Acton & Shepherds Bush and Hammersmith & Fulham parliamentary constituencies, dividing **SBC** and **SBE** polling districts. At the next General Election both districts will be in the new Hammersmith constituency.
- 14.2 Apart from parliamentary elections, these two districts already vote at the same location (Village Hall, Bulwer Street) and it is proposed to combine SBC and SBE districts.
- 14.3 The Returning Officer recommends that SBC and SBE polling districts be combined.

#### **15 TOWN**

- 15.1 The 2001 review established Lancaster Court as the polling place for **TWC** polling district. This was unavailable for the 2006 council election due to redevelopment, and William Thompson Memorial Hall was used temporarily.
- 15.2 The Returning Officer recommends that the polling place for TWC again be the Community Hall, Lancaster Court.

#### **16 ACCESS FOR VOTERS WITH DISABILITIES**

- 16.1 The new legislation, concerning the conduct of polling district and polling places reviews, requires that the consultation must actively seek comments from people who have particular expertise in relation to access to premises or facilities for persons who have different forms of disability.
- 16.2 No comments have been received from such groups. However, it should be noted that considerable work has been undertaken in the borough over the years to provide polling places that are accessible, if necessary by using temporary ramps. A full survey of polling places was carried out by Electoral Services staff in early 2007.
- 16.3 The only polling place in the borough without wheelchair/disabled access is Corinthian Sailing Club, Lower Mall (RPE polling district). This is a listed building with a stepped main entrance, but it is well-known to regular

voters and it is the only suitable building in the district. However, the Club can now provide temporary ramped access at the rear of the building. Although, this is not ideal (as all voters should be able to use the same entrance) this is an improvement on the previous facilities.

- 16.4 Information on the accessibility of polling stations will continue to be highlighted in Voter Guides and on poll cards.

**17 COMMENTS FROM HEAD OF LEGAL SERVICES**

- 17.1 The legislative requirements of this review are outlined elsewhere in the report.

**18 COMMENTS FROM DIRECTOR OF FINANCE**

- 18.1 As the overall number of polling places remains unaltered, the proposals should be cost neutral in terms of premises hire charges and fees for polling station staff.

**19 NEXT STAGES TO CONCLUDE THE REVIEW**

- 19.1 Any amendments to polling district boundaries will be reflected in the revised register of electors to be published by 1 December 2007, and changes to polling places will be immediate.
- 19.2 As required by the new legislation, all comments received during the consultation and notes of meetings will be published on the council's website.

**LOCAL GOVERNMENT ACT 2000 – LIST OF BACKGROUND PAPERS**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext. of holder of file/copy</b>	<b>Department/ Location</b>
1.	Representation of the People Act 1983 & Electoral Administration Act 2006	Steve Miller x 2175	ACE Electoral Services Room 28, Hammersmith Town Hall
2.	The Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006	Steve Miller x 2175	ACE Electoral Services Room 28, Hammersmith Town Hall

3.	Review of polling districts and polling places – background information and the Returning Officer's proposals	Steve Miller x 2175	ACE Electoral Services Room 28, Hammersmith Town Hall
4.	Electoral arrangements review file and working papers	Steve Miller x 2175	ACE Electoral Services Room 28, Hammersmith Town Hall



## APPENDIX 1

### PROPOSED EFFECTS OF THE REVIEW

Electoralates as at 1 June 2007

#### Addison (AD)

Polling district	Electors	Polling Place	Disabled access
ADA	1696	Lena Gardens Primary School, Lena Gardens	Yes
ADB	2105	Charecroft Community Hall, Rockley Road	Yes
ADC	2182	Addison Primary School, Addison Gardens	Yes, ramped
ADD	2085	St Mary's RC Primary School, Masbro Road	Yes

#### Askew (AS)

Polling district	Electors	Polling Place	Disabled access
ASA	2148	Wendell Park School, Cobbold Road	Yes, ramped
ASB	2794	Askew Road Library, 97/91 Askew Road	Yes
ASC	3596	Greenside Primary School, Westville Road	Yes

#### Avonmore and Brook Green (AB)

Polling district	Electors	Polling Place	Disabled access
ABA	1806	Holy Trinity Parish Centre, Brook Green	Yes
ABB	973	Springvale Tenants Hall, Blythe Road	Yes
ABC	2969	St Mary's Church Hall, Edith Road	Yes
ABD	2541	Avonmore Primary School, Avonmore Road	Yes

#### College Park and Old Oak (CP)

Polling district	Electors	Polling Place	Disabled access
CPA	727	Kenmont Primary School, Valliere Road	Yes
CPC	2317	Old Oak Community Centre, 76 Braybrook Street	Yes
CPD	1034	Pioneer Way Community Centre, Du Cane Road	Yes
CPE	602	Bentworth Primary School, Bentworth Road	Yes
CPF	272	Wood Lane Community Centre, 78 White City Close	Yes

## Fulham Broadway (FB)

Polling district	Electors	Polling Place	Disabled access
FBA	2341	Clem Attlee Community Centre, Len Freeman Place	Yes
FBB	2746	Fulham Primary School, Halford Road	Yes
FBC	2325	St John's Church, Walham Green	Yes

## Fulham Reach (FR)

Polling district	Electors	Polling Place	Disabled access
FRA	1676	Melcombe Primary School, Colwith Road	Yes, ramped
FRB	2295	Matthews Hall, Margravine Road	Yes
FRC	1894	Bishop Creighton House, 378 Lillie Road	Yes
FRD	1754	Twynholm Baptist Church, Fulham Cross	Yes

## Hammersmith Broadway (HB)

Polling district	Electors	Polling Place	Disabled access
HBA	2589	Brackenbury Primary School, Brackenbury Road	Yes
HBB	1755	Cambridge School, Cambridge Grove	Yes, ramped
HBC	1245	Irish Centre, Blacks Road	Yes
HBD	2264	St Paul's CE Primary School, Worlidge Street	Yes

## Munster (MU)

Polling district	Electors	Polling Place	Disabled access
MUA	1422	Fulham Cross School, Strode Road	Yes
MUB	1907	Childerley Centre, Childerley Street	Yes
MUC	2343	St Peter's Church, St Peters Terrace	Yes
MUD	1785	Munster Centre, Filmer Road	Yes

## North End (NE)

Polling district	Electors	Polling Place	Disabled access
NEA	3386	Bhavan Centre, Challoner Street	Yes
NEB	1165	West Kensington Tenants Association Hall	Yes
NEC	3090	St Andrew's Church, Star Road	Yes

## Parsons Green and Walham (PG)

Polling district	Electors	Polling Place	Disabled access
PGA	1055	Holy Cross Church, Ashington Street	Yes
PGB	2646	Lady Margaret School, Parsons Green	Yes
PGC	2319	Fulham Town Hall, Fulham Broadway	Yes
PGD	1401	Manor Court, Bagleys Lane	Yes

## Palace Riverside (PR)

Polling district	Electors	Polling Place	Disabled access
PRA	1932	Queen's Manor Primary School, Lysia Street	Yes
PRB	1980	Greswell Centre, Greswell Street	Yes
PRC	1400	Temporary station at TA Centre, Fulham High Street	Yes

## Ravenscourt Park (RP)

Polling district	Electors	Polling Place	Disabled access
RPA	2484	Pocklington Lodge, Rylett Road	Yes
RPC	2230	Holy Innocents Church Hall, Paddenswick Road	Yes
RPD	2086	St Peter's CE Primary School, St Peters Road	Yes
RPE	522	Corinthian Sailing Club, 60 Upper Mall	Yes, via rear door ramped

## Sands End (SE)

Polling district	Electors	Polling Place	Disabled access
SEA	1220	Parsons Green Club, Broomhouse Lane	Yes
SEB	2789	St Matthew' Church Hall, Wandsworth Bridge Road	Yes
SEC	2302	Sands End Community Centre, 59/61 Broughton Road	Yes
SED	1250	Wharf Rooms, Imperial Road	Yes

## Shepherds Bush Green (SB)

Polling district	Electors	Polling Place	Disabled access
SBA	2690	Church of God, 1A Loftus Road	Yes
SBB	2609	Miles Coverdale Primary School, Coverdale Road	Yes
SBC	1419	Village Hall, 58 Bulwer Street	Yes
SBD	1065	Edward Woods Community Centre, 60-70 Norland Road	Yes

## **Town (TW)**

Polling district	Electors	Polling Station	Disabled access
TWA	2140	New Kings School, New Kings Road	Yes
TWB	3221	Fulham Library, Fulham Road	Yes
TWC	1855	Community Hall, Lancaster Court	Yes

## **Wormholt and White City (WW)**

Polling district	Electors	Polling Place	Disabled access
WWA	2354	Wormholt Park Primary School, Bryony Road	Yes
WWB	3082	Fatima Community Centre, Commonwealth Avenue	Yes
WWC	2770	St Luke's Church, Uxbridge Road	Yes

**19 SEPTEMBER 2007**

**LEADER**

*Councillor Stephen  
Greenhalgh*

**DEPUTY LEADER**

*Councillor Nicholas  
Botterill*

**CABINET MEMBER  
FOR STRATEGY**

*Councillor Mark Loveday*

**10<sup>th</sup> LONDON LOCAL AUTHORITIES BILL**

This report recommends participation in the 10<sup>th</sup> London Local Authorities Bill and that the Council passes the necessary first resolution at its meeting on 19<sup>th</sup> September 2007.

**WARDS**

All

**CONTRIBUTORS**

HLS, DF

**RECOMMENDATION:**

**That the Council agrees to pass the formal resolution set out in Appendix 2 to the report.**

## **1. INTRODUCTION**

- 1.1 The 9<sup>th</sup> London Local Authorities Bill received Royal Assent on 19 July 2007 and its provisions come into force on 19 September 2007. It contains a wide variety of powers for London authorities.
- 1.2 London Councils has consulted the London Boroughs with a view to promoting a 10<sup>th</sup> London Local Authorities Bill now the 9<sup>th</sup> has become law (the process to enact the 9<sup>th</sup> Bill began in 2004).
- 1.3 The list of proposals appears in Appendix 1. This is very much a provisional list and greater detail is not yet available. The list has yet to be considered in detail by Parliamentary Agents.
- 1.4 It is recommended that the Council participate in it in order to benefit from the powers that the further Bill would finally confer, assuming it reaches enactment.

## **2. PROCEDURAL REQUIREMENTS**

- 2.1 The Parliamentary standing orders governing private bills require the authorities promoting a bill to pass a resolution favoured by over fifty per cent of the total number of councillors in full council both before and after the bill has been deposited. The procedural requirements for giving notice of the intention to consider promoting the Bill have been complied with.
- 2.2 It should be noted that the transport measures listed must for technical reasons be contained in a separate Bill to be promoted jointly by the Boroughs and TfL.
- 2.3 Despite the fact that there may be two Bills only a single resolution of Full Council is required.
- 2.4 After the Bills have been deposited the Council will be invited to consider whether to support the substantive provisions of the Bills at a further meeting. At present only the broad headings are available and the detailed provisions are being drafted. It is not possible at present to evaluate the proposals and their likely impact on the Borough.
- 2.5 If the Council wishes to participate in the Bill(s) it must pass the resolution set out in Appendix 2. It may not pick and choose provisions at this stage. This does not mean that the Council is obliged to support the final version of the Bill or adopt any provisions which are adoptive. Passing a resolution at this stage does not commit the Council to participating in the Bills, as a second Council resolution will be required. Cabinet, relevant Scrutiny Committees and Full Council will therefore have the opportunity to consider the substantive proposals once they have been formulated.
- 2.6 As with the previous Bills, Westminster City Council are to be the lead Borough and Sharpe Pritchard the Parliamentary Agents.

**3. COMMENTS OF THE HEAD OF LEGAL SERVICES**

3.1 These are contained in the body of the report.

**4. COMMENTS OF THE DIRECTOR OF FINANCE**

4.1 The estimated cost of participating in the Bills will be £12,000, which will be met from corporate resources.

**LOCAL GOVERNMENT ACT 2000**  
**LIST OF BACKGROUND PAPERS**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext. of Holder of File/Copy</b>	<b>Department/ Location</b>
1.	London Councils Leader's Committee Report dated 13 July 2004	Michael Cogher Ext. 2700	PAD, Room 133a Hammersmith Town Hall

## APPENDIX 1

Please note that these proposals are IN DRAFT ONLY and subject to further analysis and consideration

No.	Item	Possible provision	Comments / detail
<b>ENVIRONMENT</b>			
ENV 1	Environmental Fixed penalties	Provide a decriminalised regime (with appeals to an adjudicator) or allow borough to keep fines handed down by courts	Currently there is little incentive for local authorities to pursue unpaid environmental fixed penalties through the courts. The costs of taking such cases to court is not met by costs and boroughs do not get to keep the fine.
ENV 2	Plastic bag levy or outright ban	Introduce a (10p?) levy on any plastic bag, possibly based on the Irish system. Income to be used to help pay for new waste facilities	May not be possible to introduce on a London basis but promoting a provision may force the Government to move on this policy. A ban has just been proposed in San Francisco and others.
ENV 3	Chewing gum levy	Introduce a levy on chewing gum which would be used to pay for cleaning discarded gum off the street	May not be possible to introduce on a London basis but promoting a provision may force the Government to move on this policy. 9th Bill tried to impose regulations on sale of chewing gum.
ENV 4	Smoking related litter	Extend range of premises where a street litter control notice can be issued.	This will address smoking related litter by amending section 94 of the Environmental Protection Act 1990 to allow street litter control notices to be issued in respect of any premises if there is smoking related litter in the vicinity of the premises and this is due to customers or users of the premises Smoking related litter outside buildings is expected to be a major issue when the indoor smoking ban takes effect in 2007.
ENV 5	Pigeon Control Areas	The Clean Neighbourhood and Environment Act 2005 contains Dog Control Areas and consents for the distribution of free printed material. Either of these mechanisms could be applied to pigeon feeding, but it needs to be linked into Fixed Penalty Notices	DCLG has recently stated in a discussion paper that bye laws for feeding pigeons are unacceptable and will not be agreed as they are considered "relatively trivial nuisances". This seems to go against current government agenda about improve local environmental quality and any programme of treatment against pigeons relies upon removal of food sources.



<b>ENV 7</b>	Charges for public toilets	Create a power to charge for the urinals (currently precluded). Local authorities are currently precluded from charging for the use of men's urinals (although not closets) by virtue of the Public Health Act 1936. The Public Lavatories (Turnstiles) Act 1963 also prohibits the installing of turnstiles in the vicinity of local authority conveniences.	The introduction of charges for male and female closets (possibly by means of a coin slot mechanism), but not for urinals, would raise issues of sex discrimination. Whilst a claim on sex discrimination grounds may be successfully resisted, it would clearly be more satisfactory to seek a change in the law so as to enable London boroughs to charge for the use of its urinals as well as closets. In practice charging is most likely to be effectively implemented through the use of turnstiles so changes would need to be effected to both pieces of legislation.
<b>ENV 8</b>	Control of items placed on the highway, including advertising 'A' boards.	Control of 'A' shaped advertising boards and other items placed on the highway.	To allow powers to remove and dispose of, as well as the recovery of admin costs, enforcement costs and FPNs for contravention. This would address issues included in current legislation but which ineffective enforcement procedures.
<b>ENV 9</b>	Tackling street clutter in London	Extending powers enjoyed by the City of London to remove street clutter	This includes signs, lights traffic signs etc that could be fixed to buildings, as in the City.
<b>ENV 10</b>	Regulating tables and chairs on the highway	Amending regulations relating to tables and chairs licensing on the highway. Currently authorities, when charging, cannot take into account the amount of highway to be used	Licences granted under S115E of the Highways Act 1980 regulate tables and chairs on the highway. The fee that can be charged for the licence cannot take account of the area of highway that is to be used. A clause is therefore proposed, whether by amendment of the Highways Act 1980 or otherwise, to allow London Boroughs to take account of the area of highway that is used when setting charges for licences for tables and chairs on the highway.
<b>ENV 11</b>	Powers to issue fixed penalty fines for depositing refuse containers on the highway and/or within litter bins	Powers to issue PCN fines for depositing refuse containers on the highway and/or within litter bins	London Councils are seeking to confirm the need for this legislation. It seems that the powers want are already contained with in the Clean Neighbourhoods and Environment Act 2005 (CNEA).
<b>ENV 12</b>	S225 Town and Country Planning Act 1990, as amended. Removal of placards and posters.	S225 Town and Country Planning Act 1990, as amended. Removal of placards and posters.	s225 enables a local planning authority to serve a Notice where fly posting has take place and if the posters are not removed then the lpa may do so themselves and recover "the costs they may reasonably incur in exercising their power..". S225(9) provides that if any damage is caused to land or chattels in exercise of the power then the person suffering damage may recover compensation from the lpa. An amendment is proposed to include any re-instatement/repair costs as a result of the removal/obliteration.

## HOUSING

<p><b>HSE 2</b></p>	<p>Serving notice in houses of Multiple Occupation (HMO)</p>	<p>Provides power to a borough where a landlord of a House of Multiple Occupation fails to comply with a management regulation, that the borough can serve notice specifying that the works are done, and if not undertake the works in default.</p>	<p>The Government made the Management of Houses in Multiple Occupation (England) Regulations 2006 which imposed duties in respect of the repair, maintenance, cleanliness and good repair of facilities and equipment. In HMOs the 2006 regulations also provide for proceedings against a person for an offence under section 234(3). But, there is no provision however to allow the Council to serve notice and to undertake works in default, if those arrangements are not in place. The Housing Act or the regulations should provide that, where the HMO fails to comply with one of the management regulations the authority may serve notice specifying the works which are required to make good the neglect. If this notice (with associated timescales) is not complied with, the authority may then undertake works in default. This would reinstate the power which authorities previously had under the Housing Act 1985.</p>
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## PUBLIC PROTECTION

<p><b>PPR 1</b></p>	<p>Scores on the doors</p>	<p>Provide a requirement for food premises to display food hygiene information and an offence of forging or altering the displayed information</p>	<p>This would underpin voluntary schemes and could act as a trial for a national scheme. Note the FSA has a pilot project covering all LBs.</p>
<p><b>PPR 2</b></p>	<p>Amend special treatments premises legislation.</p>	<p>This would help in a number of areas as follows. To clarify exemptions relating to care homes etc, control special treatments provided at home addresses, remove certain exemptions, and catch new treatments.</p>	<p>Require new treatments to be licensed. Amend Part II of the LLA Act 1991 so as to remove some of the statutory exemptions, and require new treatments to be licensed.</p>
<p><b>PPR 3</b></p>	<p>Social club control</p>	<p>Control of social clubs</p>	<p>There have been concerns that boroughs have insufficient control over the number of 'member only' clubs that are established, especially in premises formally used as retail premises. While not necessarily seeking to restrict their number or interfere with the town planning requirements, it is desirable to ensure that there are proper management controls, self regulation and as a consequence less enforcement agency involvements.</p>

<b>PPR 4</b>	Amend sex establishment legislation	To allow boroughs to serve notices and summonses on sex establishments by ordinary post (currently requires recorded delivery post). Also proposed to amend a typographical error in the legislation following a court case.	Changing the legislation regarding post would bring it into line with more recent national legislation. A recent court case also showed up an error in the legislation and this should be corrected, by amending the error in the City of Westminster Act 1996 (sex establishment legislation).
<b>PPR 5</b>	Amending planning powers relating to sex establishments	Powers are sought that would allow boroughs to object/restrain if sex establishments (lap-dancing clubs) are proposed too close to residential areas.	One borough has a 'serious issue' with current legislation regarding the licensing of sex establishments, particularly where there are 'lap-dancing clubs' in residential areas which cause part of the community distress

### STREET TRADING

<b>STT 1</b>	Management of Street Markets	Powers to authorise a third party to manage street markets within an agreed local framework. This could allow a borough to hand management over to a BID, for instance.	Currently only councils have the ability to manage and enforce street markets. In many instances this is a low priority.
<b>STT 3</b>	Disposal of seized goods and equipment	Disposal of seized goods after a payment of a PCN requiring confirmation of the owner's name and address	Amend the street trading provisions of the London Local Authority Act 1990 and the City of Westminster Act 1999 so as to permit disposal of seized goods and equipment after payment of a fixed penalty or failure to comply with a notice served in conjunction with a fixed penalty requiring confirmation of the owner's name and address in writing within 14 days.
<b>STT 4</b>	Require consent to provide free food in the street	Powers relating to the provision of on-street free food.	Requirement to obtain consent to provide free food in the street (soup runs), with the power to attach conditions to the consent. Also prohibition of soup kitchens in designated areas.
<b>STT 5</b>	Amendments to City of Westminster Act 1999	Affects street trading in Westminster. More details to come.	These ideas may also be attractive to other boroughs, and should also be applied using the LLA 1990
<b>STT 6</b>	Street trading under Local Authority Act 1990	Detailed aspects of Street Trading legislation	(a) deals with succession to a relative is deleted, (b) Clarification in the Act on how internet sales should be dealt with under street trading e.g. is an offer of a vehicle for sale on the internet covered by street trading where the vehicle is parked on the street but with no For Sale signs displayed? (c) More generally is it time for a consolidation of the street trading provisions in light of the various amendments since 1990?

## TRANSPORT

TRN 1	Recovery of traffic management and street cleansing costs, and power to close/manage traffic for 'special events'.	Recovery of traffic management and street cleansing costs due to football matches and other large public events. Power to charge venues which attract large numbers of people and result in extra costs for street cleansing and traffic management. This could also cover the power to close/manage roads for 'special events'	Recovery of costs from some events is likely to be covered by the Licensing Act 2003, the fee for which is meant to cover all aspects of an event. However, this is not the case with the football stadia's safety certificate which only covers activities inside the ground. Nor is it the case with venues/events that do not need a license. On the issue of new powers, the RTA does allow boroughs to do this, but there is a limit on the number of times the powers can be invoked.
TRN 2	Charging points for electric vehicles	Clarification of powers to provide charging points for electric vehicles in the street, and in particular in relation borough liabilities which are at present unlimited	The powers could relate to both, installing charging points on behalf of residents, and running a charging system.
TRN 3	Recover damages to the highway	Power to require an owner or developer to provide a deposit, prior to commencement of development, which could then be offset against any costs arising from making good damage caused by the owner or developer. There is also a suggestion that where there is damage, fixed penalty fines could be used.	It has also been suggested that powers are required to deal immediately where mud and other building material are deposited on the highway to the detriment of free/safe passage. The powers should also allow for the recovery of administrative costs, and fixed penalty fines.
TRN 5	Gated road closures	Powers to fine those who open emergency gates without authorisation under the relevant traffic order	Fines collected would go towards costs of the surveillance.
TRN 7	Pedicabs	Powers to control pedicabs	This item has support from both London Councils, and TfL. In addition Westminster Council is very animated about this issue. This needs to be tried again.

TRN 8	Issuing PCNs by post	Issuing PCNs by post where service prevented by vehicle driving away	Proposed by TfL. London Councils' opinion is that this is worth a try but will be difficult to get approval for.
TRN 9	Cycle lanes	Allowing decriminalised enforcement of cycle lanes	Proposed by TfL with no borough opposition.
TRN 10	Advanced stopping areas	Allowing decriminalised enforcement of advanced stopping areas at traffic lights	Proposed by TfL. London Councils' opinion is that this is fine in principle, but the definition will be tricky to avoid it covering red lights generally.
TRN 11	mobile phones and driving	Allowing decriminalised enforcement of the use of mobile phones while driving	Proposed by TfL. London Councils' opinion is that this is difficult in practice and principle. This is an endorseable offence and hence driver liability. Previously we have said that endorseable offences should remain criminal.
TRN 12	uninsured vehicles	Allowing local authorities to take action in relation to uninsured vehicles	Proposed by TfL. London Councils' opinion is that this will be almost impossible for local authorities as they have no access to the databases on which these issues are listed and I think there will be strong resistance to allowing such access.
TRN 13	vehicles without an MOT	Allowing local authorities to take action in relation to vehicles without an MOT	Proposed by TfL. London Councils' opinion is that this will be almost impossible for local authorities as they have no access to the databases on which these issues are listed and I think there will be strong resistance to allowing such access.
TRN 14	Cyclists on the footway	Section 72 of the Highways Act 1835 makes it an offence to cycle on the footway. Section 51 and Schedule 3 of the Road Traffic Act 1988 provide that such an offence is punishable by a fixed penalty of £30.	It is proposed that London local authorities should have the power to vary the fixed penalty according to the area where the offence takes place and the seriousness of the offence. London authorities should have the discretion to impose a far greater penalty than the current £30 fixed penalty. TEP advises that this would bring in differential penalty levels for parking, which has already proved difficult and time-consuming to get agreement and implementation.
TRN 15	Builders skips – enforcement	Change in enforcement procedure.	It is currently a criminal offence to breach the requirements of Section 139(4) and by virtue of Section 8 of the London Local Authorities and Transport Act 2003 it is also a fixed penalty offence. The solutions proposed are either to decriminalise the offence and make it a penalty charge provision (using the framework in Part 5 of LLA Act 2007) with the skip provider responsible for the charge; or to require skip suppliers to ensure that skips used in London are of a type that have the necessary lights and covers built in.
TRN 16	Abnormal load enforcement	Decriminalise abnormal load enforcement.	This proposal from Transport for London relates to <b>abnormal load enforcement</b> . At present this enforcement is carried out by the police within the criminal justice system. The proposal is that contraventions of the abnormal load regulations should be decriminalised and that enforcement of these contraventions could then be carried out by the London boroughs and TfL, possibly through a joint working arrangement. These changes are sought because it is likely that responsibility for the planning of the movement of

			abnormal loads in London will transfer from the Metropolitan Police Service to Transport for London and it would therefore make sense for responsibility for enforcement to follow a similar transferral process. As with many other traffic violations that have been decriminalised, there is very little enforcement being carried out by the police and there is consequently a high level of non compliance with the regulations.
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September 2007

**FIRST RESOLUTION OF COUNCIL**

**HAMMERSMITH & FULHAM LONDON BOROUGH COUNCIL**

RESOLVED -

That the Council approves the inclusion in a bill or bills to be promoted by Westminster City Council or, as the case may be in a bill or bills to be promoted jointly by Westminster City Council and any other person as appropriate, of provisions effecting all or some of the following purposes -

- (a) to make provision about the decriminalisation of offences relating to public health, highways and road traffic and making contravention of the relevant legislation subject to a civil penalty charge regime; the introduction of a local levy, administered by London borough councils, on the provision of disposable shopping bags or to introduce a prohibition on the provision of disposable shopping bags; the introduction of a local levy administered by the London borough councils on the sale of chewing gum; an extension of the type of premises in respect of which a street litter control notice can be issued under the Environmental Protection Act 1990 to include a wider range of non-domestic premises; to enable councils to better control the feeding of wild birds; to enable borough councils to make charges for the use of urinals; to make further provision about the control of the placing of items on the highway; altering London borough councils' powers to fix signs and apparatus to buildings; amending London borough councils' powers to charge for the provision of amenities on highways under Part VIIA of the Highways Act 1980; controlling the placing of household waste in street litter bins; to enable London borough councils to recover costs incurred by them in rectifying damage caused by them when removing unlawful advertisements; to enable London borough councils, as local housing authorities, to take enforcement action and recover costs in cases where there has been a failure to comply with a duty imposed in relation to the management of houses in multiple occupation under regulations made under Section 234 of the Housing Act 2004; imposing a requirement in respect of food premises which are subject to inspection by London borough councils under the Food Safety Act 1990 to display copies of inspection notices or summaries thereof on the premises; to impose a new licensing regime for social clubs; to alter the requirements relating to the service of documents under the City of Westminster Act 1996, which deals with sex establishments; to enable London borough councils to exert better control over the licensing of premises which, but for the Licensing Act 2003 would be required to be licensed as sex encounter establishments; to enable London borough councils to delegate their functions under existing street trading legislation and enable other bodies to manage street markets; to alter the street trading legislation in the City of Westminster so as to enable Westminster City Council, without a court order, to dispose of

articles seized under the Act; to make further alterations to street trading legislation in London; to control the distribution of free refreshments on the highway and in other public open places; to enable the highway authority to recover traffic management and street cleansing costs incurred as a result of public events and to have the power to close or manage traffic for certain special events; to enable the highway authority to provide charging points for electric vehicles in the highway; to enable local planning authorities to require that a deposit is provided prior to commencement of development, to be offset against costs arising from making good damage to the highway caused by the construction of the development; to enable action to be taken against persons who interfere with gates placed in pursuance of powers under road traffic legislation; to enable councils to better control pedicabs; to enable councils to serve penalty charge notices by post where there has been a parking contravention, and where service was prevented by the vehicle driving away; to allow decriminalised enforcement in respect of advanced stopping areas for cyclists at traffic lights; to allow decriminalised enforcement in respect of the use of mobile phones whilst driving; to enable London borough councils to vary fixed penalty levels for cycling on the footway; to enable the better control of the depositing of builders' skips on the highway; and to provide for a decriminalised regime of enforcement in relation to the driving of abnormal vehicles on the highway;

- (b) to enact any additional, supplemental and consequential provisions that may appear to be necessary or convenient.



19 SEPTEMBER 2007

**LEADER**

*Councillor Stephen  
Greenhalgh*

**ANNUAL REPORT OF THE AUDIT COMMITTEE  
2006/07 YEAR**

**WARDS  
All**

**CABINET MEMBER  
FOR STRATEGY**

*Councillor Mark  
Loveday*

This report details the work of the Audit Committee during 2006/07, outlining the key developments in:

Internal Control;  
Risk management;  
Internal Audit;  
Anti-fraud;  
External Audit;

It also sets out our plans for the future, built on the lessons we have learnt. The report provides an opportunity for all members to review the Committee and to review its performance.

**CONTRIBUTORS**

FD and all Departments

**RECOMMENDATIONS:**

**That the Council approves the annual report**

# **Audit Committee**

## **Annual Report 2006/07**

## Introduction

- 1 The Audit Committee (the Committee) has a wide ranging brief that underpins the Council's governance processes by providing independent challenge and assurance of the adequacy of risk management, internal control including audit, anti-fraud and the financial reporting frameworks. The Committee is also the council's Approval of Accounts Committee. The Terms of Reference for the Committee are reproduced at Appendix 1 for information.
- 2 Table 1 details the Committee members. They have a wide range of skills and bring both technical and professional experience to the role. Within the membership there are qualified accountants and all members have some experience or received development training in relation to the governance processes they challenge. This provides a solid foundation from which to develop the Committee's role.

**Table 1: Members of the Audit Advisory Committee**

Member	Role
Councillor Will Bethell	Chairman
Councillor Mike Adam	Member
Councillor Lucy Ivimy	Member
Councillor Michael Cartwright	Vice Chairman

- 3 To further support the committee members, officers have provided development training on the function, responsibilities and role of the audit committee process. This was further supplemented by additional training in relation to local government accounts and their recent changes, External Audit, Internal Audit, and risk management.
- 4 This report details the key successes and work of the Committee in 2006/07. The Committee has overseen transformation in all areas of its responsibilities and has actively contributed to leading and shaping those changes. Key achievements include:
  - Maintain the Internal Control score in the CPA use of resources assessment at level three;
  - Improved risk management reporting, moving from reporting on compliance with the process to reporting on its results in the form of risk register contents;
  - Performance improvements in responding to internal audit reports and recommendations across the Council;
  - Developments in the Council's anti-fraud culture with marked improvements in the performance of the Corporate Anti-Fraud Service (CAFS);

- Delivering through CAFS the National Fraud Initiative;
- Delivery of the 2005/06 year annual accounts within the revised shorter Government timetable.

## **Internal Control**

5 A pivotal role of the Committee is its work in developing the Council's internal control and assurances processes culminating in the annual Statement of Internal Control (SIC). Regulation 4 of the Accounts and Audit Regulations 2003, requires the Council to review the effectiveness of its systems of internal control and publish the SIC each year with the financial statements. The information for the SIC is generated through the Council's Assurance framework which is outlined in Appendix 2, encompassing:

- Risk management;
- Internal Audit;
- Anti-Fraud programme;
- External Audit;
- Third party assurances such as other inspection and review agencies;
- Director's annual assurance statements.

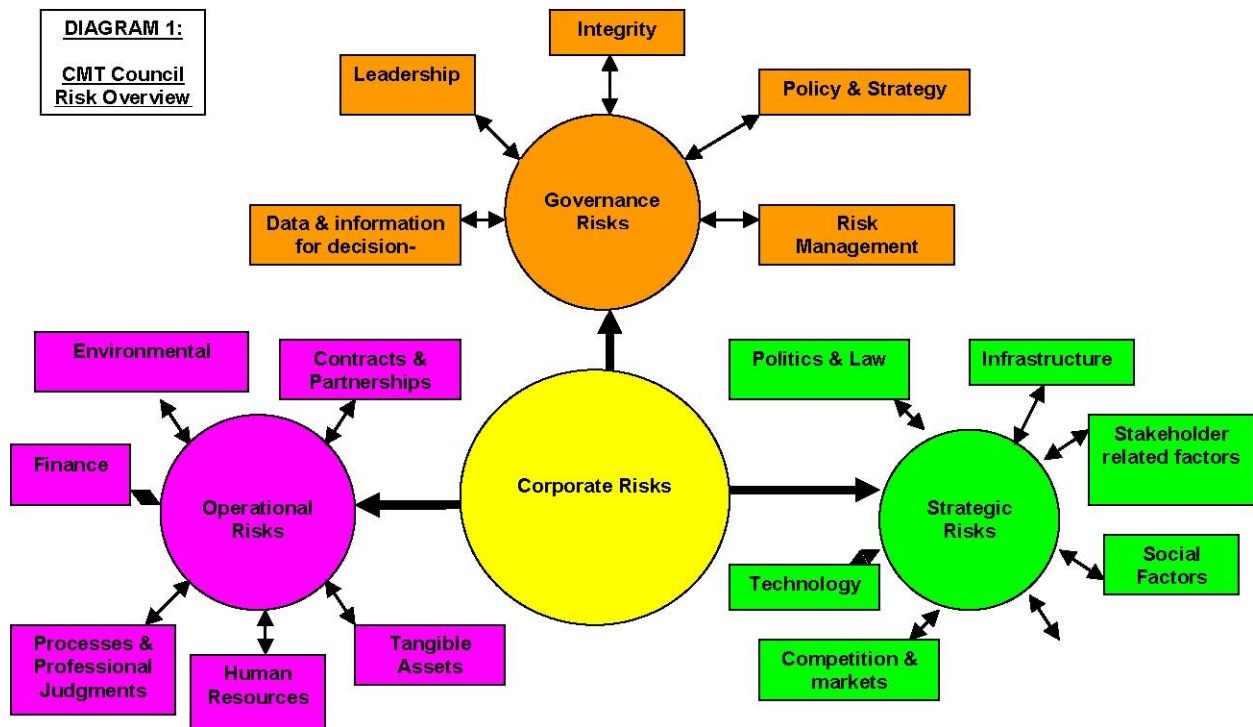
The Committee lead this review by receiving reports at every meeting on most of these service areas. Success is demonstrated by the maintenance of the Council's Internal Control score at level three in the Use of Resources Assessment, part of the Comprehensive Performance Assessment.

## **Risk Management**

6 The Council bases its risk management process on opportunity and innovation. It seeks to contain negative aspects of risk through effective and robust control measures that enable officers to explore modern and forward looking ways of working through which services can be tailored to meet the needs and expectations of the community. In 2005/06 the Council laid strong foundations on which to further develop its risk management framework. This included the introduction of standard documentation and procedures along with a comprehensive training programme for all risk owners and members.

7 Building on this foundation in 2006/07 involved the introduction of a quarterly reporting process to the Council Management Team (CMT), where the Council's key strategic risks are identified and reviewed. This has helped to improve the integration between the risk management framework and the strategic, financial and performance management requirements of the council. CMT focuses on and reviews the critical success areas for achieving strategic objectives ensuring that risks are being managed and mitigated and that the risk management framework fully contributes to the Council's achievement of its strategic objectives. The Audit Committee also reviews the current risks being reported to CMT for further in-depth review and challenge. The reporting coverage framework is shown in diagram 1 below.

**DIAGRAM 1:**  
**CMT Council**  
**Risk Overview**

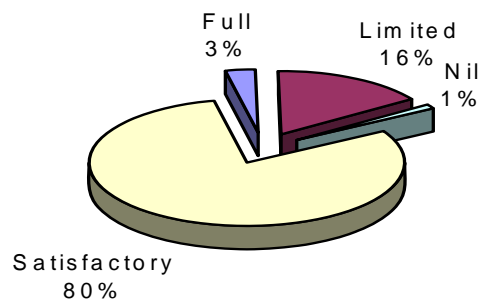


- 8 To further develop and embed risk management into existing management processes the council's annual business and financial planning processes were developed to both integrate risk management and to embed it down to unit level across the council. This has helped to ensure that risk and internal control are considered throughout management processes.
  
- 9 As the risk management and risk registers continue to rise in quality and consistency across the council it is intended that Internal Audit plans will eventually be based on the risk registers and Internal Audit using the Risk Based Internal Audit Approach. This will help ensure that it is dealing with the most up to date information as well as feeding the results of audits into risk registers, for example mapping the level of audit assurance given against the identified risk on the risk register. This will give a complete picture of how the Council is managing the challenges it faces in delivering its objectives and assist in determining if the council is using its resources to effectively target those areas of greatest risk.
  
- 10 The importance of risk management is not to be understated. Transparency and scrutiny of how officers manage risk is the keystone of good governance. Whilst it is evident that there are numerous risks that the council faces due to the range of services it provides, the adequacy of the control environment is regularly tested internally through Internal Audit, management, External Audit and through performance assessment. A well managed risk taking and risk enabled council rather than risk averse culture has been established feeding directly into the community through the services it provides. The council is willing to take well measured risks to achieve high reward.

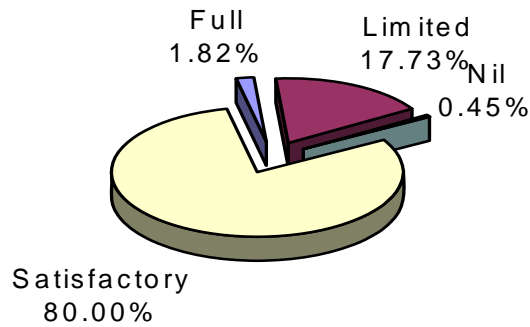
## Internal Audit

- 11 The Council's internal audit service is outsourced to Deloitte LLP and the current contract began on 1<sup>st</sup> October 2004. A new Framework Agreement contract has been negotiated jointly with the London Boroughs of Ealing and Brent from which a Service Agreement is due to be signed with Deloitte & Touche Public Sector Internal Audit to commence from 1 April 2008. This enables the Committee to be well placed to shape the provision of the new service in the first year of the new contract.
- 12 The Internal Audit plans are currently based on a priority assessment originally undertaken by Deloitte in 2005 that has been updated annually as part of the internal audit planning process. This process takes into account the results of previous audits, known high risk areas, and the input of departments through annual planning meetings with directors. An increase in the engagement of directors and departmental management teams is planned from July 2007 through the introduction of regular meetings.
- 13 The first graph below shows that 83% of the systems audited by Deloitte in the 2006/07 year achieved an assurance level of satisfactory or higher, while 17 % received an assurance level of limited or lower.

### Assurance Levels for the year to 31 March 2007



- 14 To provide a wider perspective, the chart below shows the levels of assurance provided for all systems audited since the commencement of the internal audit service contract in October 2004. This should give a better picture of the overall system of internal control. The results show that over the entire period of the contract full assurances amounted to approximately 2%, satisfactory assurances 80%, with the limited assurances approximately 18% and only 0.45% amounted to Nil Assurance. This also suggests a marginal improvement in the system of internal control in the last year.



### Assurance levels from October 2004 to 31 March 2007

- 15 Delivery of the 2006/07 year Internal Audit plans did not commence until 1 July 2007 due to a lengthy delay in completing the 2005/06 year audit programme. This plus the carry forward of approximately 90 audit days from the previous year have made it difficult to deliver the annual plan by 31 March 2007. Despite commitments from Deloitte to do so the performance table below shows that there has been significant delay with the last audit being completed in July 2007. An action plan has been agreed with Deloitte and progress is currently being made to improve the situation.

### Internal Audit Performance 2006/07

	Performance Indicators	Annual Target	Performance	Variance
1	% of deliverables completed	100	74	-26
2	% of planned audit days delivered	100	95	-5
3	% of Audit Briefs issued 10 days before start of audit	100	78	-22
4	% of audits where exit meetings held	100	100	0
5	% of Draft reports issued within 15 working days of exit meeting	95	74	-26
6	% of Final reports issued within 10 days of receipt of reply	95	100	+5
7	% of audits follow ups completed	100	100	0
8	% of Satisfaction survey satisfactory+	95	100	+5
9	Audit recommendations in 2006-07 year draft reports accepted by customer	95	100	+5
10	Audit recommendations in 2006-07 year in final reports accepted by customer	95	100	+5
11	% of 2005/06 year audit recommendations past their implementation date that have been implemented	80	90	+10

12	% of 2006/07 year audit recommendations past their implementation date that have been implemented	80	60	-20
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- 16 New indicators have been introduced to evaluate the success of Internal Audit in effecting change through the implementing of audit recommendations by their due date. By the 31 March 2007 a total of 90% of those due in the 2005/06 year had been implemented, while 60% of those for the 2007/08 year had been implemented. Steps are being taken to improve this situation with the introduction of regular meetings between Internal Audit and departments, plus directors will be invited to attend future Audit Committee meetings to explain delays.

### Anti-Fraud

- 17 On the 1<sup>st</sup> April 2006 the Committee saw the establishment of the single, unified Corporate Anti-Fraud Service (CAFS). This was constituted from the three teams that had originally existed (Housing Benefit, Tenancy, and Corporate) and the first step was to undertake a fundamental review of the service. This has resulted a restructuring of the service with a professional grading structure and new service objectives that encompass both prevention and awareness of fraud.
- 18 In May 2006 the Council completed, in partnership with the Audit Commission, a Fraud Awareness survey. This was a key foundation to assessing how embedded the anti-fraud culture was in the organisation and to identify potential areas of improvement. The data was recorded in such a way to allow the responses to be split by Department. The results of the survey were fed back to senior managers in a structured workshop in June 2006, and to Members in a presentation in July 2006. The main conclusion of the survey was that the Council has made a clear commitment to fight fraud, and in establishing a robust corporate anti-fraud culture. In particular staff perceived that the Council has a whole had made a significant commitment to fight fraud and corruption.
- 19 The survey identified a number of areas for improvement in relation to communicating corporate counter-fraud messages and these have been incorporated into the Fraud Awareness Strategy and the unit's annual business plans.
- 20 The National Fraud Initiative (NFI) is a biennial national data matching exercise undertaken by the Audit Commission in which every Council in England and Wales participates, along with many other public sector bodies. The Audit Commission has legal powers to undertake data-matching across the public sector to prevent fraud and corruption. The council provided the necessary data in September 2006 and received back the tables of potential matches in February 2007. The schedules contain approximately 9,000 matches that are in the process of being checked. Early successes include the identification of a number of benefit frauds and seven council staff removed for being employed where in fact they had no right to work in the UK. A small number of cases were dealt with jointly with the Home Office.



- 21 The Corporate Anti-Fraud Team (CAFT) were set stretching targets for 2006/07 to ensure that the launch of the new CAFS service was underpinned with increased investigation activity. The team has responded well to these challenges within an environment of needing to find financial savings. Performance targets were exceeded by year end with a 37% improvement overall compared to the previous year's performance while employing fewer staff.

### Corporate Anti-Fraud Team performance

Description	Benefits	Tenancy	Corporate
Confirmed Fraudulent overpayments	£743,886	£128,000	£60,000
Administrative penalties applied	£30,407	n/a	n/a
Staff dismissed/resigned	n/a	n/a	6
Fraudulent Right to Buys stopped	n/a	8	n/a
Tenancies/properties recovered	n/a	11	n/a
Number of successful prosecutions	46	5	0
Number of formal cautions issued	31	0	0
Number of Administrative Penalties issued	24	n/a	n/a
<b>Total Sanctions</b>	<b>101</b>	<b>24</b>	<b>6</b>

### External Audit

- 22 The Council external audit service is provided by the Audit Commission, who work in partnership with the Council ensuring its governance processes are effective. They have been invited to and attended all Committee meetings. External audit have presented their audit plans and have proposed introducing a quarterly progress update for the Committee. In addition for 2006/07, key external audit reports including appropriate officer responses were reported to the Committee for review and comment.

### Annual Accounts and Financial Reporting

- 23 The Committee reviewed the 2005/06 year annual accounts in its meeting in June 2006 in undertaking its role as the Approval of Accounts committee. Questions were raised on a number of areas. Principal concerns were that the papers were provided to the Committee late and had many errors included within them. Despite these difficulties the accounts were approved. Since

then the format and content of Local Government Accounts has changed considerably and training was provided to the Committee to prepare them for the 2006/07 year accounts which have been received. These were received on time and were accurate with only minor typographical errors and have been approved.

### **Committee Training and Development**

- 24 A rolling programme of development training was agreed by the Committee at the start of the year which has been delivered. The training programme has so far addressed the role of the Audit Committee, External Audit, Internal Audit, and Local Government Annual Accounts including changes for the 2006/07 year accounts. These have proved to be both interesting and useful, the programme continues with sessions planned on the council's anti-fraud work and on Risk Management.

### **Future developments**

- 25 There is a great deal of interest and activity in relation to governance, including the roll out of Financial Management Systems in Schools (FMSIS), the production of new CIPFA/SOLACE guidance 'Delivering Good Governance in Local Government' that was published in July 2007, and the replacement of the annual Statement on Internal Control in the published accounts with an Annual Governance Statement from the 2007/08 year accounts. The production of the new guidance will prompt a general review of governance across the council and the results of this will be reported through the Annual Governance Statement to the Committee as part of its role as the Approval of Accounts Committee.
- 26 While a new Framework Agreement was signed jointly with two other councils for the delivery of Internal Audit services, a Service Agreement now needs to be signed with one of the service providers listed in the Framework Agreement, the preferred bidder has already been established and reported to the bidders as Deloitte. The Agreement will need to minimise the financial impact of a 20% increase in rates compared to the existing contract and ensure that Value for Money is maximised. To facilitate this steps are being taken to move the service to a "Risk Based Internal Audit Service" that is more heavily integrated with risk management. This will include undertaking an "Assurance Framework" exercise across the council to help ensure a common, high standard of risk registers.
- 27 The committee has raised concerns previously about the length of time taken by departments to clear some audit reports and recommendations. The Chief Internal Auditor has already been asked to express the Committee's concern on this issue and is now visiting departments at least quarterly to discuss these issues. It is intended that the Committee will pay closer attention to this situation in 2007/08.

**AUDIT COMMITTEE  
TERMS OF REFERENCE**

1. MEMBERSHIP

- 1.1 The membership of the Audit Committee shall consist of 4 Councillors (3 Administration, 1 Opposition, all non-Cabinet Members).
- 1.2 The Chairman will be drawn from one of the Administration Councillors, the Vice-Chairman will be the Opposition Councillor.
- 1.3 The Committee may co-opt non-voting independent members as appropriate.

2. QUORUM

- 2.1 The quorum for a meeting shall be 2 members.

3. VOTING

- 3.1 All Councillors on the Committee shall have voting rights. In the event of an equality of votes, the Chairman of the Committee shall have a second or casting vote. Where the Chairman is not in attendance, the Vice-Chairman will take the casting vote.

4. PROCEDURES

- 4.1 Council procedure rules (as applicable to Committees) shall apply at all meetings of the Committee.
- 4.2 Meetings of the Committee shall be held in public, subject to the provisions for considering exempt items in accordance with sections 100A-D of the Local Government Act 1972 (as amended).

5. MEETINGS

- 5.1 The Audit Committee will meet at least four times a year, These will generally occur in the spring, summer, autumn, and winter. The Chairman of the Committee may convene additional meetings as necessary.
- 5.2 Audit Committee meetings will normally be attended by the Finance Director, the Head of Internal Audit, a representative of External Audit, and the Risk Management Consultant. The Committee may ask any other officials of the organisation to attend to assist it with its discussions on any particular matter.
- 5.3 The Chief Executive may ask the Audit Committee to convene further meetings to discuss particular issues on which the Committee's advice is sought.

## 6. REPORTING

- 6.1 The Audit Committee will formally report back in writing to the full Council at least annually.

## 7. RESPONSIBILITIES

- 7.1 The Audit Committee will advise the Executive on:

- the strategic processes for risk, control and governance and the Statement on Internal Control;
- the accounting policies and the annual accounts of the organisation, including the process for review of the accounts prior to submission for audit, levels of error identified, and management's letter of representation to the external auditors;
- the planned activity and results of both internal and external audit;
- adequacy of management responses to issues identified by audit activity, including the external auditor's annual letter;
- assurances relating to the corporate governance requirements for the organisation;
- (where appropriate) proposals for tendering for either Internal or External Audit services or for purchase of non-audit services from contractors who provide audit services.

- 7.2 The Committee's responsibilities in relation to the annual accounts will include:

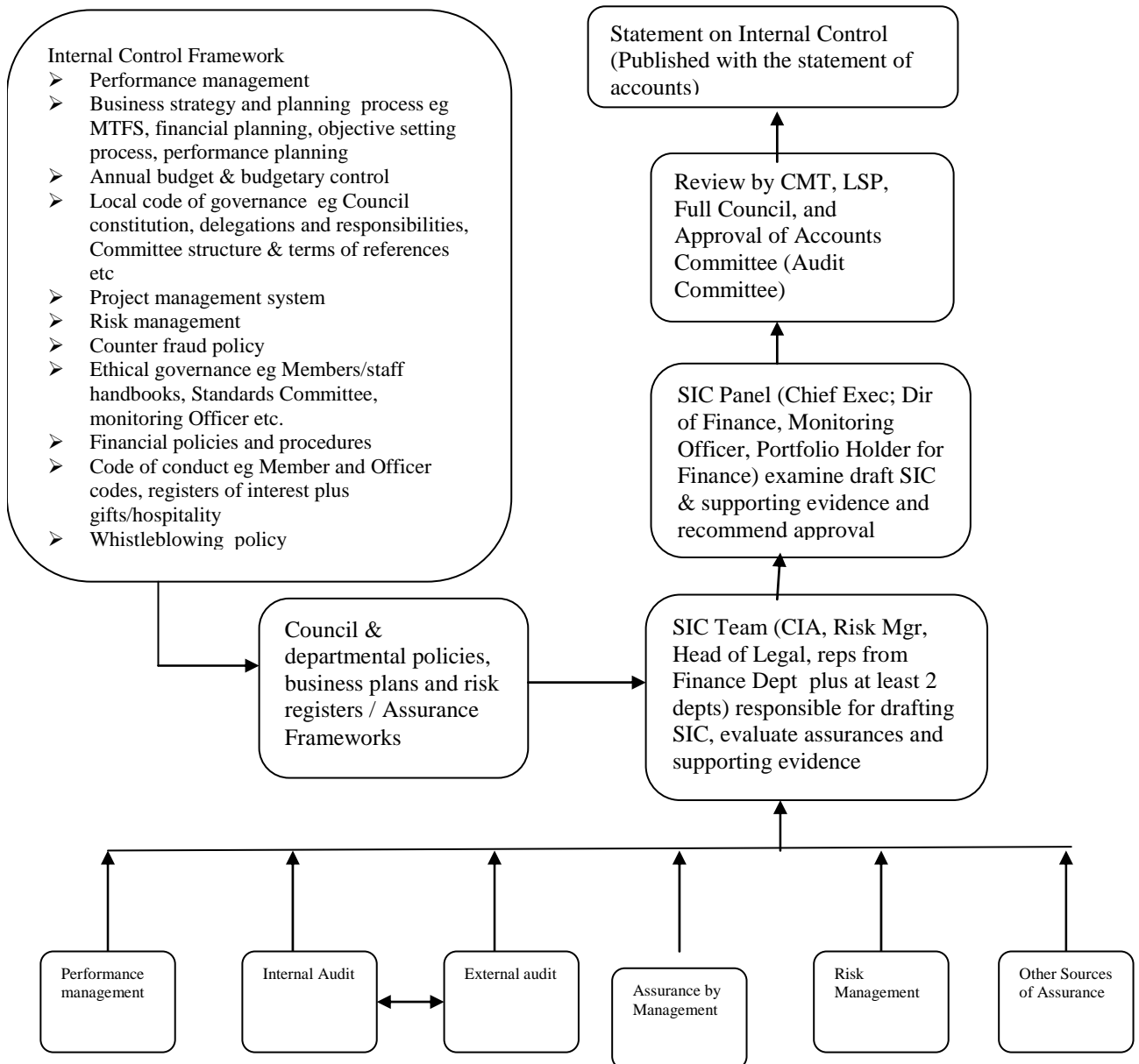
- to approve the Council's Statement of Accounts, in accordance with the deadlines set out in the Accounts & Audit Regulations 2003;
- to consider any report as necessary from the external auditor under Statement of Auditing Standard 610;
- to re-approve the Council's Statement of Accounts following any amendments arising from the external audit, in accordance with the deadlines set out in the Accounts & Audit Regulations 2003.

- 7.3 The Committee's responsibilities in relation to risk management will encompass the oversight of all risk analysis and risk assessment, risk response, and risk monitoring. This includes:

- the establishment of risk management across the organisation, including partnerships;
- awareness of the Council's risk appetite and tolerance;
- reviewing of the risk portfolio (including IT risks);
- being apprised of the most significant risks;
- determining whether management's response to risk and changes in risk are appropriate.

## Appendix 2

### Council Framework for the Statement on Internal Control



**LOCAL GOVERNMENT ACT 2000 LIST OF BACKGROUND PAPERS**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext. of Holder of File/Copy</b>	<b>Department/ Location</b>
1.	CIPFA publication 'Audit Committees – practical guidance for local authorities	G. Drake Ext. 2529	Finance department 2 <sup>nd</sup> Floor Town Hall Extension

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## **SPECIAL MOTION NO. 1 – FULHAM SCHOOLS COMMISSION**

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Standing in the names of:

- (i) Councillor Antony Lillis
- (ii) Councillor Stephen Greenhalgh

“This Council welcomes the report of the Fulham Schools Commission and looks forward to working with Heads, staff, parents and pupils in the coming months to build on the Commission’s recommendations in the interests of the current and future pupils, parents and staff of our Borough schools.”

jpc/03/09/07

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## **SPECIAL MOTION NO. 2 – AFFORDABLE HOUSING**

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Standing in the names of:

- (i) Councillor Adronie Alford
- (ii) Councillor Harry Phibbs

“The Council notes the Administration's objective to build 6000 new homes, of which 3000 will be affordable, over the next 10 years and calls on the Administration to create a housing ladder of opportunity that enables more hard working families to own their own homes in the Borough.”

jpc/03/09/07



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## SPECIAL MOTION NO. 3 – LOCAL SHOPS

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Standing in the names of:

- (i) Councillor Stephen Greenhalgh
- (ii) Councillor Frances Stainton

“This Council notes the publication of an independent Commission on Retail Conservation set up by Kensington & Chelsea Council and the recent submission to the Council by the Fulham Society of "Renaissance in Fulham". As a result of increasing concern at the disappearance of independent retailers, this Council resolves to study these two reports and further consider ways in which to support shops and the local economy in Hammersmith & Fulham.”

jpc/03/09/07

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## **SPECIAL MOTION NO. 4 – BOROUGH HOUSING POLICY**

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Standing in the names of:

- (i) Councillor Lisa Nandy
- (ii) Councillor Michael Cartwright

“This Council welcomes the intervention of the Mayor of London to ensure that this Borough’s Housing policies comply with the London Plan and to prevent this Borough’s decline from being one of London’s leading boroughs in delivering affordable housing to rent and to buy. This Council recognises that it has a duty to the 8,000 persons on the Council’s waiting lists and looks to revise its housing policies to at least meet those achieved by the last Labour Administration.”

jpc/07/09/07