

Full Council

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Members' Allowances Scheme 2010-11

[Scheme effective from 27th May 2010]

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

1. BASIC ALLOWANCE

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

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

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

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

2. SPECIAL RESPONSIBILITY ALLOWANCES

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

The Leader	£35,763
Deputy Leader	£29,796
Other Cabinet members (6)	£23,838
Chief Whip (where not a member of Cabinet)	£23,838
Deputy Chief Whip	£5,000
Chairmen of Overview & Scrutiny Committees (4)	£6,183

Leader of the Opposition	£17,874
Deputy Leader of the Opposition	£6,183
Opposition Whip	£6,183
Chairmen of Planning Applications Committee, Licensing Committee, Audit and Pensions Committee & Councillor member on Adoption Panel	£6,183
The Mayor	£11,922
Deputy Mayor	£6,183
Cabinet Assistants (5)	£3,000

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

3) OTHER ALLOWANCES

a) Dependent Carer Allowance

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

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

b) Travel & Subsistence

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

(1) Public Transport

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

(2) Car mileage

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

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

(3) Cycle allowance

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

(4) Subsistence

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

c) Sickness, Maternity and Paternity Allowance

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

4) ANNUAL INCREASE

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

5) ELECTION TO FOREGO ALLOWANCES

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

6) TIME LIMIT FOR CLAIMS

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

7) WITHHOLDING OF ALLOWANCES

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

8) MEMBERS' PENSIONS

Previously, Councillors could only join the authority's pension scheme if they were aged under 70 and could only pay contributions and accrue benefits until their 70th birthday. However, under new pensions regulations, the situation has changed, and the independent remunerator's report now recommends all Councillors under the age of 75 years be entitled to join the London Borough of Hammersmith & Fulham Pension Scheme, and have their basic allowance and special responsibility allowances treated as pensionable. This recommendation has accordingly been adopted.

9) MEMBERSHIP OF MORE THAN ONE AUTHORITY

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

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

Co-optees

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

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

Standards Committee Independent Members

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

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

Agenda Item 7.2

ANNEX 1

SPECIAL MOTION 2 – APPOINTMENT BY THE LEADER OF THE DEPUTY LEADER AND CABINET MEMBERS AND THEIR RESPECTIVE PORTFOLIOS

THE EXECUTIVE – LEADER AND CABINET MEMBERS 2010/11

**LEADER - Councillor Stephen Greenhalgh
(+ ECONOMIC & HOUSING DEVELOPMENT)**

**DEPUTY LEADER - Councillor Nicholas Botterill
(+ENVIRONMENT AND ASSET MANAGEMENT)**

CABINET MEMBER FOR STRATEGY + (CHIEF WHIP) - Councillor Mark Loveday

CABINET MEMBER FOR CHILDREN'S SERVICES - Councillor Helen Binmore

CABINET MEMBER FOR COMMUNITY CARE - Councillor Joe Carlebach

CABINET MEMBER FOR COMMUNITY ENGAGEMENT - Councillor Harry Phibbs

CABINET MEMBER FOR HOUSING - Councillor Lucy Ivimy

CABINET MEMBER FOR RESIDENTS SERVICES* - Councillor Greg Smith

* Includes licensing and public protection and safety.

[NOTE: The following are Assistants to the above Cabinet Members, but do not have a Cabinet vote, are not deputies or substitutes for Cabinet Members, nor are they able to take executive decisions on behalf of the Cabinet Member]

**Councillor Frances Stainton (Parks, Heritage and Culture)
Councillor Michael Adam (Asset Management)
Councillor Georgie Cooney (Education)
Councillor Belinda Donovan (Crime and Street Scene)
Councillor Peter Tobias (Health)**

EXECUTIVE MEMBERS: RESPONSIBILITIES AND PORTFOLIOS

LEADER OF THE COUNCIL

The Leader of the Council is also the Cabinet Member responsible for economic and housing development

Introduction

The Leader of Hammersmith and Fulham Council is elected by the full Council to provide clear and visible leadership and political accountability for the services and activities covered by his/her portfolio. He/she is responsible for all executive functions of the Council and shall determine by means of schemes of delegation or otherwise how these functions are to be discharged.

The Leader has authority to discharge any executive function him/herself, or to decide to delegate any executive function to the Executive, or to any other Executive member in accordance with the Responsibilities and Portfolios of the Executive maintained in Part 3 of the Constitution, or to Officers, or to any other authority or any joint arrangements.

Scope of Portfolio

This portfolio covers the following areas:

1. Leader's Functions

- 1.1 Appointing to and removing from office up to nine Cabinet Members, one of whom shall be appointed his/her Deputy.
- 1.2 Ensuring collective deliberation with Cabinet Members.
- 1.3 Representing and acting as ambassador for the Authority, providing community leadership (e.g. Borough Partnership), and the development of a Local Strategic Partnership and the approval of the Local Area Agreement.
- 1.4 Strategic policy initiatives.
- 1.5 Responsibility for the Strategic Partner for Information Technology.
- 1.6 The Authority's capital and revenue budgets, including the medium term financial strategy, annual proposals on the Council Tax base, Council Tax levels and budget allocations between departments.
- 1.7 Determining applications and the approval of grants and loans to firms community and voluntary organisations, charities and trusts for the

purposes of economic development and employment within the borough that fall within this portfolio.

- 1.8 Responsibility for the monitoring of revenue and capital budgets.
- 1.9 Responsibility for Pension Fund management.
- 1.10 Responsibility for Treasury Management.
- 1.11 Responsibility for organisational development.
- 1.12 Probity and financial monitoring.
- 1.13 Preparation of annual accounts.
- 1.14 Employee relations.
- 1.15 The content and production of the Authority's Community Strategy.
- 1.16 The provision of services in respect of electoral and other registration Services.
- 1.17 Reports from an independent person designated to investigate allegations of misconduct against the Council's Head of Paid Service.
- 1.18 Appointing or nominating, and where appropriate removing, the Authority's representatives on appropriate organisations that fall within this portfolio.
- 1.19 The strategic implementation of the Authority's Information Technology Strategy and the achievement of the Government's targets for electronic service delivery.
- 1.20 Joint venture property/land developments with companies or statutory corporations.
- 1.21 The Leader may (under the "strong Leader model") take any decision likely to incur savings or expenditure of more than £100,000 if he considers in all the circumstances that it is impracticable to defer the decision until the next scheduled meeting of the Executive (Cabinet). Any such decision shall be taken in compliance with the Access to Information Procedure Rules.
- 1.22 Adult Learning and Skills Service (incorporating local learning and skills).

2. Regeneration Functions

- 2.1 Responsibility for the creation of a *Borough of Opportunity* through the renewal and regeneration of the most deprived parts of Hammersmith & Fulham.
- 2.2 Eradicating physical, economic and social deprivation.
- 2.3 Physical regeneration: Working with the Cabinet Member for Strategy on physical regeneration.
- 2.4 Social regeneration: Working with the Cabinet Members for Housing and Children's Services.
- 2.5 The promotion of employment, economic development, training, work experience, and other forms of support which the Authority can target to meet the needs of unemployed people within the Borough.
- 2.6 The development, monitoring and implementation of the Authority's responses to Government initiatives and programmes in respect of unemployed people in the Borough.
- 2.7 Monitoring the local employment situation and developing and implementing appropriate action in relation to the encouragement, promotion and development of employment training opportunities and services.
- 2.8 Establishing and maintaining effective working partnerships with local businesses in pursuance of the Council's regeneration strategy.
- 2.9. 2012 Olympics.

3. Area in which power is shared with the Deputy Leader and Cabinet Member for Environment and Asset Management

- 3.1 Responsibility for managing the Council's non-housing property, including acquisitions and disposals.

4. Area in which power is shared with the Deputy Leader and Cabinet Member for Environment and Asset Management, and the Cabinet Member for Strategy

- 4.1. Compulsory purchase of land for planning purposes.

- 5. Area in which power is shared with the Cabinet Member for Residents Services**
 - 5.1 Establishing and maintaining effective working partnerships with local businesses in pursuance of the Authority's regeneration strategy.

- 6. Areas in which power is shared with the Cabinet Member for Community Engagement**
 - 6.1 Determining the Authority's response to matters affecting residents which are the responsibility of third parties.
 - 6.2 The impact of the Authority's Communications Strategy and of the provision of information regarding the Authority's services.

- 7. Areas in which power is shared with the Cabinet Member for Strategy**
 - 7.1 Physical regeneration.
 - 7.2 The development, monitoring and implementation of the Authority's regeneration strategy and associated bidding processes.
 - 7.3 The development, monitoring and implementation of the Authority's strategic policy and operational matters relating to the European Union.
 - 7.4 Appointing or nominating and where appropriate removing the Authority's representatives on appropriate organisations that fall within this portfolio.

- 8. Areas in which power is shared with the Cabinet Member for Housing**
 - 8.1 Social regeneration.
 - 8.2 Exercising the Authority's powers and duties as a local housing authority, including new or unallocated housing and associated functions.
 - 8.3 The Authority's powers and duties in relation to declaring renewal areas and clearance areas.
 - 8.4 Housing land and property assets and, where appropriate, declaration of them as surplus to requirements.
 - 8.5 The compulsory purchase of land using housing powers.

Note: for the purposes of estimate preparation, monitoring and control and staffing/industrial relations issues, the Leader is responsible for all budgets in liaison with the relevant Cabinet Members, and:

In conjunction with all Cabinet Members:
All Directors

In conjunction with all Cabinet Members
Chief Executive

MAY 2010

RESPONSIBILITIES AND PORTFOLIOS

DEPUTY LEADER AND CABINET MEMBER FOR ENVIRONMENT AND ASSET MANAGEMENT

Scope of Portfolio

1. **The portfolio covers the following areas:**
 - 1.1 In the absence of the Leader, those areas assigned to the Leader, except with regard to those areas/powers specifically reserved for decision to the Council itself.
 - 1.2 Representing the Council's views on matters of corporate or strategic policy and any other matters which are within these terms of reference.
 - 1.3 Appointing or nominating, and where appropriate removing, the Authority's representatives on appropriate organisations that fall within this portfolio.
 - 1.4 The implementation of the authority's planning policies.
 - 1.5 Policy and service implementation in respect of building control, street lighting, waste disposal and recycling, sewerage, buildings maintenance, controlled parking (except administration of permits) and parking enforcement.
 - 1.6 The preparation and consideration of environmental improvement schemes (except in parks and open spaces).
 - 1.7 The authority's local Transport Plan and Borough Spending Plan.
 - 1.8 Ensuring, in consultation with the relevant Cabinet Member, that adequate performance and quality is obtained from all Council contracts let, and on those services provided by the Authority, that services are delivered to ensure client and resident satisfaction.
 - 1.9 The Authority's powers and duties under all relevant legislation pertaining to building control.
 - 1.10 The inclusion of buildings in the List of Buildings of Special Architectural or Historic Interest.
 - 1.11 The exercise of the Authority's functions under Part II of the London Buildings Act (Amendment) Act 1939 in relation to the naming and numbering of streets and buildings.
 - 1.12 The maintenance and management of the Borough's roads, river walls, drawdocks, all subways, bridges including Hammersmith Bridge, and other civil engineering structures.

- 1.13 Policy and service implementation in relation to parking control.
- 1.14 Strategic land use, economic and transport planning, including oversight of UDP and local development framework preparation and review.

2. Area in which power is shared with the Leader

- 2.1 Responsibility for managing the Council's non-housing property, including acquisitions and disposals.

3. Areas in which power is shared with the Cabinet Member for Residents Services

- 3.1 Policy, management and development of Fulham Palace.
- 3.2. Policy, planning and strategy for parks and open spaces.
- 3.3 Matters relating to the street scene.

4. Areas in which power is shared with the Cabinet Member for Strategy

- 4.1 Strategic land use, economic and transport planning, including oversight of UDP and local development framework preparation and review.
- 4.2 The consideration of briefs for development proposals, including proposals by Cabinet Members and for land subject to disposal for private development.
- 4.3 Compulsory purchase of land for planning purposes.

Note: for the purposes of estimate preparation, monitoring and control and staffing/industrial relations issues, the Deputy Leader is responsible for the following:

In conjunction with the Leader

Director of Environment

In conjunction with all Cabinet Members

Chief Executive

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EXECUTIVE MEMBERS: RESPONSIBILITIES AND PORTFOLIOS

CHIEF WHIP AND CABINET MEMBER FOR STRATEGY

Scope of Portfolio

The portfolio is in two distinct parts: Executive functions in respect of strategy and the functions of Chief Whip. The strategy functions cover the following areas:

1. Strategy Functions

- 1.1 Responsibility for ensuring that that the Council is responsive to the needs of local neighbourhoods and serves them well.
- 1.2 The development, implementation and monitoring of the Authority's Performance Review Strategy, including the monitoring of risk management registers, and the Authority's response to the Audit Commission's Annual Performance Indicator Reports.
- 1.3 The content and publication of the Annual Local Performance/Corporate Plan, and the establishment and setting of corporate targets for achievement, together with the establishment and setting of targets for individual services provided by the Authority.
- 1.4 The development and monitoring of the Authority's policies and procedures with regard to services, reviewing Corporate practice/procedures in this area (including contractual matters and tender evaluation), and ensuring the Council's compliance with all relevant UK and EU legislation.
- 1.5 The Council's contract processes, including approval of changes to the Council's Contracts Standing Orders and Approved List of Contractors, ensuring services are in compliance with EU Procurement Directives and Legislation in relation to service provision.
- 1.6 Responsibility for the Council's Corporate Procurement Strategy and the implementation of the National Procurement Strategy.
- 1.7 Responsibility for Comprehensive Area Assessment.
- 1.8 Responsibility for monitoring performance against the Local Area Agreement.

2. Areas in which power is shared with the Deputy Leader and the Cabinet Member for Environment and Asset Management

- 2.1 Strategic land use and economic and transport planning, including oversight of UDP and local development framework preparation and review.

2.2 The consideration of briefs for development proposals, including proposals by Cabinet Members and for land subject to disposal for private development.

3. Area in which power is shared with the Leader, and the Deputy Leader and Cabinet Member for Environment and Asset Management

3.1 Compulsory purchase of land for planning purposes.

4. Area in which power is shared with the Leader

4.1 Physical regeneration

4.2 The development, monitoring and implementation of the Authority's regeneration strategy and associated bidding processes.

4.3 The development, monitoring and implementation of the Authority's strategic policy and operational matters relating to the European Union.

4.4 Appointing or nominating and where appropriate removing the Authority's representatives on appropriate organisations that fall within this portfolio.

CHIEF WHIP RESPONSIBILITIES

The Chief Whip occupies a central position in the smooth running of the Council, with the following specific responsibilities:-

- Liaison with the Leader of the Opposition on the following:
 - Organising meetings
 - Briefing on procedural matters
 - Full Council meetings
 - Filling of vacancies
- Liaison with the Chief Executive and Executive Management Team on the following:
 - Decisions of the Administration Group
 - Programming of meetings
 - The decision-making process
- Chief Whip of the majority political group on the Council.
- Nominating Councillors to all internal bodies, including Overview and Scrutiny Committees, quasi-judicial bodies, Overview and Scrutiny Task Groups etc. in consultation with the relevant Cabinet member and Leader of the Opposition as appropriate.

- Liaison with Executive members and the Leader of the Opposition in respect of filling vacancies on outside bodies as appropriate.
- Organising meetings, including Overview and Scrutiny Committees, quasi-judicial bodies, task forces etc. in liaison with the Leader of the Opposition.
- Advising on Councillors' training and development needs in relation to their representative roles, and liaison with the Director of Finance and Corporate Services in respect of appropriate provision.
- Keeping under review the level of support services to Councillors in undertaking their representative role, and liaising with the Director of Finance and Corporate Services over variations in service.
- Informing Councillors of appropriate conferences and seminars, and making arrangements for them to attend such events.

Note: for the purposes of estimate preparation, monitoring and control and staffing/industrial relations issues, this Cabinet Member is responsible for the following:

In conjunction with the Leader

Director of Finance and Corporate Services

In conjunction with all Cabinet Members

Chief Executive

EXECUTIVE MEMBERS : RESPONSIBILITIES AND PORTFOLIOS

CABINET MEMBER FOR CHILDREN'S SERVICES

Scope of Portfolio

1. Children's Services Functions

1.1 The role of 'Lead Member for Children's Services' as designated under Section 19(1) of the Children Act 2004 and described as follows in statutory guidance:

"a) Education Services - The Authority's functions in its capacity as Education Authority, except those excluded under Section 18(3) of the Act (namely certain functions relating to education, higher education and adult education);

b) Social Services - The Authority's social services functions within the meaning of the Local Authorities Social Services Act 1970 insofar as they relate to children, and the Authority's functions in relation to children and young people leaving care;

c) Health Services - Any health-related functions exercised on behalf of a National Health Service body under Section 31 of the Health Act 1999 insofar as they relate to children; and

d) Inter-agency Cooperation - The new functions of the Child Support Agency set out in the Act, in particular leading and building the arrangements for inter-agency co-operation.

1.2. Appointing Councillors to the Authority's Adoption and fostering Panels in accordance with the Adoption and Fostering Legislation and Regulations.

The above functions incorporate:

- The Council's role as 'corporate parent', including assistance to young people who have been looked after beyond their 16th birthday, where circumstances justify;
- Fostering and adoption services;
- Social services to children and young people with HIV/AIDS and/or those with drug or alcohol problems;
- The Council's responsibilities towards unaccompanied asylum seeking children;
- The Council's regulatory duties in relation to children's social services;
- Ensuring that families with social care needs experience a 'joined-up' service;

- The development of Children's Centres;
- Setting the overall direction in relation to the Council's organisation of funding of, and support to, schools;
- The Council's interest in nursery and 'early years' education, learning out of school hours, play and subsidised and unsubsidised childcare;
- Partnership working with the National Health Service to promote the interests of children and their families, including decision-making on such matters at the Joint Health Partnership Board;
- The Youth Offending Team and youth justice matters;
- The Council's youth services and its encouragement of other services to young people;
- As 'Young People's Champion', furthering the Council's commitment to the involvement of young people in decision-making processes where appropriate;
- Sports activities for children and young people; and
- The Council's relationship with the 'Connexions' service for young people offering support and career guidance (or any successor service).

2. Education Functions

- 2.1 Strategic policy in respect of Education, school extended services, youth and Connexions.
- 2.2 Strategic policy in respect of raising school standards.
- 2.3 Consultation and liaison on educational matters with staff, parents, governors, pupils/students and other users, Government departments and other interested parties.
- 2.4 The budget allocation to schools and other establishments within the Education service with reference to rules laid down in the Scheme for Fair Funding of Schools as appropriate.
- 2.5 Developing and maintaining positive links, relationships and partnerships with local agencies and businesses to deliver all aspects of the service.
- 2.6 Appointing or nominating, and where appropriate removing, the Authority's representatives on appropriate organisations (including school governing bodies) that fall within this portfolio.
- 2.7 Determining applications for financial assistance from the Voluntary Sector and Community Organisations within the Borough that fall within this portfolio.

2.8 The development, implementation and monitoring of the Authority's early years strategy.

3. Social Services functions

3.1. The Council's responsibility for policy and operation of the Council's Education transport operation.

3.2. Meeting the Authority's statutory functions in relation to children under the Children Act 1989, NHS and Community Care Act 1990, Immigration and Asylum Act 1999 and other appropriate legislation.

3.3 Ensuring that the needs of vulnerable children are met.

3.4 Developing and monitoring service provision in respect of residential facilities, provided for the care of children.

4. Area in which power is shared with the Cabinet Member for Residents Services

4.1 The implementation and monitoring of projects and services in relation to the borough's Youth Offending Team and youth justice matters.

Note: for the purposes of estimate preparation, monitoring and control and staffing/ industrial relations issues, this Cabinet Member is responsible for the following:

In conjunction with the Leader

Director of Children's Services

In consultation with the Cabinet Member for Housing

Director of Community Services

In conjunction with all Cabinet Members

Chief Executive

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RESPONSIBILITIES AND PORTFOLIOS

CABINET MEMBER FOR COMMUNITY CARE

Scope of Portfolio

- 1. The portfolio covers the following areas:**
 - 1.1. The Authority's policies and strategic plans relating to Adult Social Services, Supporting People Programme for specialist Housing Support and grants to the Voluntary Sector.
 - 1.2. Chairing the Better Government Cabinet Member panel to foster close engagement with older and disabled residents of the borough.
 - 1.3. Meeting the Authority's statutory functions under the National Assistance Act 1948, NHS and Community Care Act 1990, Immigration and Asylum Act 1999 and other appropriate legislation.
 - 1.4 Ensuring that the needs of vulnerable adults are met.
 - 1.5. The development, monitoring and implementation of the Authority's strategic policies in respect of social inclusion. The development, monitoring and implementation of the Authority's Voluntary Sector strategy, including any Council-wide conditions applied to grant aid or funding by the Authority.
 - 1.6. Determining applications for financial assistance for community and voluntary organisations within the borough that fall within this portfolio.
 - 1.7. The promotion of health education and public awareness of health issues within the borough, and implementation and monitoring of projects and services in relation to public health provision.
 - 1.8. Consultation with the agencies and voluntary organisations concerned with public health matters in the borough, and encouraging and supporting the development of such organisations.
 - 1.9. The establishment of partnerships and other forms of collaborative working with the Health Authorities to develop and monitor joint programmes and other projects and services relating to public health provision and education within the borough.
 - 1.10 The development and implementation of community development projects in pursuance of social services objectives.

- 1.11. Developing and monitoring service provision in respect of residential facilities, provided for, older people, the chronically sick, disabled people, people with learning disabilities, people affected by HIV/Aids and people with mental health needs.
- 1.12 The administration of the AIDS Support Grant, Social Care Reform Grant and Stokes Grant.
- 1.13 The development of joint working, including joint commissioning of services with the Health Authorities and Trusts for the provision of social and health care.
- 1.14 Representing the Council's views on matters of corporate or strategic policy and any other matters which are within these terms of reference.
- 1.15 The development, monitoring and implementation of the Authority's strategy in respect of better government for older people and people with disabilities.
- 1.16 Responsibility for policy and practice for the Voluntary and Community Sector, including grants.
- 1.17 Appointing or nominating, and where appropriate removing, the Authority's representatives on appropriate organisations that fall within this portfolio.

Note: for the purposes of estimate preparation, monitoring and control and staffing/industrial relations issues, the Deputy Leader is responsible for the following:

In conjunction with the Leader

Director of Community Services

In conjunction with all Cabinet Members

Chief Executive

MAY 2010

RESPONSIBILITIES AND PORTFOLIOS

CABINET MEMBER FOR COMMUNITY ENGAGEMENT

Scope of Portfolio

- 1. The portfolio covers the following areas:**
 - 1.1 The development, monitoring and implementation of the Authority's Communication Strategy.
 - 1.2 The development, implementation and monitoring of the Authority's Public Consultation Strategy
 - 1.3 The Council's customer care and complaints policies.
 - 1.4 In consultation with the relevant portfolio holder, the planning, implementation and review of public consultation and community engagement initiatives relating to strategic, borough-wide issues.
 - 1.5 The effectiveness of the Authority's procedures to secure public Access to Information and open government, including procedures relating to petitions, deputations and other representations.
 - 1.6 In consultation with the relevant portfolio holder, the impact of the Council's representation on external organisations.

- 2. Areas in which power is shared with the Leader**
 - 2.1 Determining the Authority's response to matters affecting residents which are the responsibility of third parties.
 - 2.2 The impact of the Authority's Communications Strategy and of the provision of information regarding the Authority's services.

- 3. Area in which power is shared with the Cabinet Member for Residents Services**
 - 3.1 To establish appropriate forums for liaising and co-operating with and supporting amenity groups operating within the borough.

Note: for the purposes of estimate preparation, monitoring and control and staffing/industrial relations issues, the Cabinet Member for Community Engagement is responsible for the following:

In conjunction with the Leader

Director of Finance and Corporate Services

Director of Residents Services

In conjunction with all Cabinet Members

Chief Executive

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EXECUTIVE MEMBERS: RESPONSIBILITIES AND PORTFOLIOS

CABINET MEMBER FOR HOUSING

Scope of Portfolio

The portfolio covers the following areas:

1. Housing Functions

- 1.1 All aspects of housing services, housing policy and the housing programme (including those delegated to H&F Homes – the arms-length management organisation appointed to manage the Council's housing) and any other new or unallocated housing and associated functions.
- 1.2 The overall housing strategy, policy and forward programme through its business plan, Housing Investment Programme Strategy and other policy documents.
- 1.3 The level of rents and charges for property and services within the Housing Revenue Account and for any other property and services within the General Fund.
- 1.4 The disposal of individual void properties within the agreed criteria.
- 1.5 Determining annual allocations in respect of the Housing Investment Programme including:
 - Conversion and modernisation of Council housing;
 - Registered Social Landlords (Assisted Development Programme);
 - Assistance for new build and rehabilitation schemes;
 - Home loans and improvement grants;
 - Housing stock, including acquisition and improvement;
 - Clearance areas and compulsory purchase of property;
 - Housing development programme; and
 - Renewal areas and area improvement.
- 1.6 The Council's powers and duties in relation to energy conservation, in public sector housing.
- 1.7 The development, monitoring and implementation of the Authority's responses to Government initiatives and programmes in respect of housing.
- 1.8 Appointing or nominating, and where appropriate, removing the Authority's representatives on appropriate organisations that fall within this portfolio.

2. Areas in which power is shared with the Leader

- 2.1 Social regeneration.
- 2.2 Exercising the Authority's powers and duties as a local housing authority, including new or unallocated housing and associated functions.
- 2.3 The Authority's powers and duties in relation to declaring renewal areas and clearance areas.
- 2.4 Housing land and property assets and, where appropriate, declaration of them as surplus to requirements.
- 2.5 The compulsory purchase of land using housing powers.

Note: for the purposes of estimate preparation, monitoring and control and staffing/industrial relations issues, this Cabinet Member is responsible for the following:

In conjunction with the Leader Director of Children's Services
Director of Community Services

In consultation with the Cabinet Member for Community Care Director of
Community Services

In conjunction with all Cabinet Members

Chief Executive

MAY 2010

EXECUTIVE MEMBERS: RESPONSIBILITIES AND PORTFOLIOS

CABINET MEMBER FOR RESIDENTS SERVICES

Scope of Portfolio

This portfolio covers the following areas:

1. General

- 1.1 Appointing or nominating and, where appropriate removing, the Authority's representatives on appropriate organisations that fall within this portfolio.

2. Residents Services functions

- 2.1 Policy and operational matters in relation to the Council's Residents Services programme to provide high quality telephone, internet and face to face access to a range of services from time to time assigned to the Residents Services Department.
- 2.2 Policy and service implementation in respect of public conveniences.
- 2.3 To establish and review appropriate mechanisms for the organisation and management of appropriate entertainments and events in parks and open spaces, including fireworks displays.
- 2.4 Policy and operational matters in relation to libraries, hiring of civic halls and facilities and the exercise of the Council's powers in relation to the provision of civic catering facilities.
- 2.5 The management and administration of Wormwood Scrubs, Wormwood Scrubs Charity and the associated financial, legal and property services functions.
- 2.6 The Authority's sports strategy.
- 2.7 H&F Direct and Customer Access strategy.

3. Crime and Street Scene functions

- 3.1 The development, monitoring and implementation of the Council's policies in relation to reducing crime and anti social behaviour.
- 3.2 The development, monitoring and implementation of the Authority's element of the borough Crime and Disorder Reduction Strategy in conjunction with Police and other Agencies.

- 3.3 Responsibility for ensuring the parks constabulary, street wardens and other enforcement officers concerned with tackling anti social behaviour perform well and work alongside the Metropolitan Police.
- 3.4 Responsibility for ensuring the effective running and establishment of Neighbourhood Watch Groups in the borough, working in partnership with the Metropolitan Police.
- 3.5 Responsibility for liaising with H&F Homes to ensure that the estate wardens tackle anti social behaviour.
- 3.6 Policy and strategy for the Safer Communities Division.
- 3.7 The development, monitoring and implementation of drug and alcohol policies as they impact on crime and anti social behaviour.
- 3.8 Working with all agencies to ensure enforcement services are effective in reducing crime and anti social behaviour including:
 - All forms of criminal behaviour;
 - Litter;
 - “Clean Sweep” - Tackling “Grot Spots”;
 - Dog fouling;
 - Graffiti;
 - Street drinking; and
 - Street scene enforcement.
- 3.9 Policy, service implementation and enforcement in respect of street cleansing, refuse collection, consumer protection, trading standards, street trading, environmental health and public safety, corporate health and safety, pest control, food safety and contaminated land.
- 3.10 Security of all the Council's civic buildings.
- 3.11 The issuing of notices and enforcement requirements as set out in the Environmental Protection Act.
- 3.12 Implementation of the Council's Licensing and Gambling Policies.
- 3.13 Taking action to reduce fear of crime.
- 3.14 Representing the Council's views on matters of corporate or strategic policy and any other matters which are within these terms of reference.
- 3.15 Policy and service implementation in respect of mortuary, burial, cremation and Coroner services
- 3.16 The Authority's powers and duties in relation to private sector housing (including energy conservation)

3.17 The exercise of duties of the Council with respect to Emergency Planning services.

4. Parks, Heritage and Culture functions

4.1 To promote and assist the provision of good quality theatre facilities within the borough.

4.2 Exercising the Council's functions in relation to parks and open spaces, including the provision of entertainment, sports, leisure, grounds maintenance and the development of parks and open spaces generally.

4.3 To formulate and implement policies likely to promote the development, preservation and enhancement of parks, culture, heritage and tourism within the borough for the benefit of residents and visitors alike.

4.4 To establish and review appropriate mechanisms for the organisation and management of town centre festivals, community festivals and other commemorative, celebratory and cultural events (excluding fireworks displays).

4.5 The Authority's arts strategy.

5. Area in which power is shared with the Leader

5.1 Establishing and maintaining effective working partnerships with local businesses in pursuance of the Authority's regeneration strategy.

6. Area in which power is shared with the Deputy Leader and Cabinet Member for Environment and Asset Management

6.1 Policy, planning and strategy for parks and open spaces.

6.2 Matters relating to the street scene.

6.3 Policy, management and development of Fulham Palace.

7. Area in which power is shared with the Cabinet Member for Children's Services

7.1 The implementation and monitoring of projects and services in relation to the borough's Youth Offending Team and youth justice matters.

8. Area in which power is shared with the Cabinet Member for Community Engagement

- 8.1 To establish appropriate forums for liaising and co-operating with and supporting amenity groups operating within the borough.

Note: for the purposes of estimate preparation, monitoring and control and staffing/industrial relations issues, this Cabinet Member is responsible for the following:

In conjunction with the Leader

Director of Residents Services
Director of Environment

In conjunction with all Cabinet Members

Chief Executive

MAY 2010

Agenda Item 7.3

ANNEX 1

SPECIAL MOTION 3 – APPOINTMENT OF CHAIRMEN AND MEMBERSHIPS OF REGULATORY, SCRUTINY AND OTHER COMMITTEES

REGULATORY & OTHER COMMITTEES MEMBERSHIPS 2010 / 2011

[* s.101 Committee LGA 1972, ** s.53 Committee LGA 2000, ^ s.6 Licensing Act 2003, # s.9 Licensing Act 2003]

1. **PLANNING APPLICATIONS COMMITTEE ***

Councillor Alex Chalk (Chairman)
Councillor Victoria Brocklebank-Fowler (Vice Chairman)
Councillor Oliver Craig
Councillor Alex Karmel
Councillor Lucy Ivimy
Councillor Andrew Johnson

Councillor Colin Aherne
Councillor Michael Cartwright
Councillor Wesley Harcourt

2. **LICENSING COMMITTEE*^**

Councillor Victoria Brocklebank-Fowler (Chairman)
Councillor Adronie Alford (Vice-Chairman)
Councillor Lucy Ivimy (Vice-Chairman)
Councillor Joe Carlebach (Vice-Chairman)
Councillor Georgie Cooney
Councillor Marcus Ginn
Councillor Peter Graham
Councillor Stephen Hamilton
Councillor Alex Karmel
Councillor Matt Thorley

Councillor Colin Aherne
Councillor Michael Cartwright
Councillor Caroline Needham
Councillor Wesley Harcourt
Plus 1 vacancy

3. **LICENSING SUB-COMMITTEE***

Councillor Victoria Brocklebank -Fowler - Chairman
Councillor Joe Carlebach - Vice-Chairman
Councillor Colin Aherne

[Members and substitutes for the above must be drawn from the full membership of the Licensing Committee]

4. **PENSIONS AND AUDIT COMMITTEE ***

Councillor Michael Adam (Chairman)

Councillor Nicholas Botterill
Councillor Marcus Ginn
Councillor Robert Iggulden
Councillor Michael Cartwright
Councillor PJ Murphy

5. STANDARDS COMMITTEE**

5 Independent Members (Steven Moussavi, Grace Moody-Stuart, Christopher Troke and Joyce Epstein) plus one vacancy.

3 Administration members (Councillor Nicholas Botterill, Adronie Alford and Donald Johnson)

2 Opposition members (Councillor Stephen Cowan and Lisa Homan)

6. STANDARDS COMMITTEE APPOINTMENTS PANEL*

Leader - (Chairman)

Deputy Leader – (Vice-Chairman)

Leader of the Opposition

[+ Chair of Standards Committee *ex officio*]

7. APPOINTMENTS PANEL*

Leader – (Chairman)

Deputy Leader - (Vice-Chairman)

Cabinet member* relevant to area of appointment

(NB: * Where an appointment relates to the portfolios of two Cabinet members, both will be members of the panel)

Leader of the Opposition (or a named substitute)

1 other relevant Opposition member

Exceptions: Appointment of Chief Executive

All members of Executive

Leader of the Opposition

4 Other Opposition members

NON-STATUTORY CONSULTATIVE BODIES

[Note: The bodies below are advisory bodies only, and have no legal decision-making powers]

8. FULHAM PALACE MANAGEMENT BOARD

Councillor Frances Stainton - (Chairman)

Councillor Donald Johnson

Councillor Michael Cartwright

9. ADOPTION PANEL

Councillor Adronie Alford

OVERVIEW & SCRUTINY COMMITTEES MEMBERSHIP 2010/11

1. OVERVIEW AND SCRUTINY BOARD

Councillor Alex Karmel (Chairman)
Councillor Andrew Johnson
Councillor Donald Johnson
Councillor Robert Iggulden
Councillor Georgie Cooney
Councillor Victoria Brocklebank-Fowler
Councillor Daryl Brown
Councillor Andrew Jones
Councillor Sally Powell

2. EDUCATION SELECT COMMITTEE

Councillor Donald Johnson- (Chairman)
Councillor Thomas Crofts
Councillor Michael Adam
Councillor Belinda Donovan
Councillor Peter Graham
Councillor Frances Stainton
Councillor Elaine Chumnerly
Councillor Caroline Needham
Councillor Mercy Umeh

3. ENVIRONMENT AND RESIDENTS SERVICES SELECT COMMITTEE

Councillor Robert Iggulden (Chairman)
Councillor Rachel Ford
Councillor Jane Law
Councillor Ali de Lisle
Councillor Matt Thorley
Councillor Peter Tobias
Councillor Jean Campbell
Councillor Welsey Harcourt
Councillor Lisa Homan

4. HOUSING, HEALTH AND ADULT SOCIAL CARE SELECT COMMITTEE

Councillor Andrew Johnson (Chairman)
Councillor Oliver Craig
Councillor Charlie Dewhirst
Councillor Gavin Donovan
Councillor Marcus Ginn
Councillor Stephen Hamilton
Councillor Iain Coleman
Councillor Stephen Cowan
Councillor Rory Vaughan

Agenda Item 7.4

SPECIAL MOTION 4 – COUNCIL APPOINTMENTS TO LONDON LOCAL GOVERNMENT ORGANISATIONS 2010/11

LONDON LOCAL GOVERNMENT ORGANISATIONS 2010/11

<u>NAME OF OUTSIDE ORGANISATION</u>	<u>NUMBER OF REPS/RATIO</u>	<u>NOMINATION</u>	<u>TERM/EXPIRES</u>
<u>London Councils)</u> Leader's Committee	1 Rep. + 2. Deps. (1 vote per authority)	Rep: Cllr. Stephen Greenhalgh (Dep.1 Cllr Nicholas Botterill (Dep.2 Cllr Mark Loveday)	1 year to 31.05.11
<u>London Councils Transport and Environment Committee</u> (Assoc. Joint Cttee)	1 Rep + up to 4 Deps.	Rep. Cllr. Nicholas Botterill (Dep. Cllr.Greg Smith)	1 year to 31.05.11
<u>London Councils Grants Committee</u> (Assoc.Joint Cttee)	1 Rep. + up to 4 Deps.	Rep: Cllr. Harry Phibbs (Dep1. Cllr.Greg Smith) (Cabinet Member only)	1 year to 31.05.11
<u>London Councils Forums</u> [+ = Nominations only]	1 Rep.+ 1 Dep.		1 Year to 31.05.11
+ Housing Forum	[Nomination]	Cllr Lucy Ivimy] [Dep Cllr. Adronie Alford]	
+ Health & Adult Services	[Nomination]	Cllr.Joe Carlebach [Dep. Cllr Peter Tobias]	
+ Culture, Tourism & 2012	[Nomination]	Cllr. Frances Stainton [Dep Cllr. Thomas Crofts]	
+ Crime & Public Protection	[Nomination]	Cllr Greg Smith [Dep Cllr Belinda Donovan]	
+ Economic Development	[Nomination]	Cllr Mark Loveday	
+ Children & Young People	[Nomination]	Cllr Helen Binmore [Dep Cllr Georgie Cooney]	
<u>Greater London Employment Forum (GLEF)</u>	1 Rep + 1 Dep [Nomination]	 [Cllr.Alex Karmel]	1 year to 31.05.11

<p><u>Greater London Provincial Council (GLPC)</u></p> <p>(Appointment will be made from Leader's Cttee + GLEF nominated members)</p>	<p>[Nomination]</p>	<p>[Cllr.Alex Karmel]</p>	<p>1 year to 31.05.11</p>
<p><u>Local Government Association (LGA)</u></p> <p>- General Assembly</p> <p><u>LGA Panels/Committees</u> [** = Council Nomination only]</p> <p>** Policy and Strategy ** Planning ** Social Affairs ** Education ** Equalities</p>	<p>Up to 4 Reps & 4 Votes</p> <p>[Nomination] [Nomination] [Nomination] [Nomination] [Nomination]</p>	<p>1. Cllr. Greenhalgh 2. Cllr. Botterill 3. Cllr. Loveday 4. Cllr. Frances Stainton</p> <p>[* Cllr. currently holds the 4 votes]</p> <p>[Cllr. Loveday] [Cllr. Chalk] [Cllr. Harry Phibbs] [Cllr. Helen Binmore] [Cllr. Harry Phibbs]</p>	<p>1 year to 22.07.11</p>

Abbreviations used in the council calendar



(All meetings start at 7.00pm and are open to the public except where otherwise indicated on the Statutory Notice)

MEETINGS OPEN TO THE PUBLIC

COUNCIL	Full Council meeting
ESC	Education Select Committee
ERSSC	Environment & Residents Services Select Committee
HH&ASCSC	Housing, Health & Adult Social Care Select Committee
PAC	Planning Applications Committee
O&SB	Overview & Scrutiny Board
STC	Standards Committee

MEETINGS NOT OPEN TO THE PUBLIC

CB	Cabinet briefing (with Executive Management Team)
CG	Conservative Group meeting
LG	Labour Group meeting

Wards and councillors

The Mayor tbc	Deputy Mayor tbc	
ADDISON	FULHAM REACH	RAVENS COURT PARK
Alex Chalk (C)	Gavin Donovan (C)	Charlie Dewhirst (C)
Peninda Donovan (C)	Peter Graham (C)	Lucy Ivimy (C)
Peter Tobias (C)	Andrew Johnson (C)	Harry Phibbs (C)
ASKEW	HAMMERSMITH BROADWAY	SANDS END
Lisa Homan (L)	Michael Cartwright (L)	Ali De Lisle (C)
Caroline Needham (L)	Stephen Cowan (L)	Steve Hamilton (C)
Rory Vaughan (L)	PJ Murphy (L)	Jane Law (C)
AVONMORE & BROOK GREEN	MUNSTER	SHEPHERDS BUSH GREEN
Helen Binmore (C)	Michael Adam (C)	Iain Coleman (L)
Joe Carlebach (C)	Adronie Alford (C)	Andrew Jones (L)
Robbert Iggulden (C)	Alex Karmel (C)	Mercy Umeh (L)
COLLEGE PARK & OLD OAK	NORTH END	TOWN
Elaine Chumney (L)	Daryl Brown (L)	Oliver Craig (C)
Wesley Harcourt (L)	Georgie Cooney (C)	Stephen Greenhalgh (C)
	Tom Crofts (C)	Greg Smith (C)
FULHAM BROADWAY	PALACE RIVERSIDE	WORMHOLT & WHITE CITY
Victoria (C)	Marcus Ginn (C)	Colin Aherne (L)
Brocklebank-Fowler (C)	Donald Johnson (C)	Jean Campbell (L)
Rachel Ford (C)	PARSONS GREEN & WALHAM	Sally Powell (L)
Matt Thorley (C)	Nick Botterill (C)	
	Mark Loveday (C)	
	Frances Stainton (C)	

October	November	December	January	February	March	April	May
	1		3 BANK HOLIDAY				
	2		4	1	1		
	3	1	5	2	2		
	4	2 CB	6	3	3		
	5	3	7	4	4	1	
7 PARTY CONFERENCE	8	5	10 CB CABINET	7 CB CABINET			5
	9 EBRSSC	7 ABPC	11 EBRSSC	8 EBRSSC			6
	10	8	12 PAC	9 PAC			7
	11 CB CABINET	9	13	10			8
	12	10	14	11			9
	13	11	17 ESC	14 ESC			16 CON (AGM)
	14	12	18 HH&ASCSC	15 HH&ASCSC			17
12 LICENSING COMMITTEE (ANNUAL)	16	13	19 CG	16			18
	17 PAC	14	20 CB CABINET	17			19
	18	15	21	18			20
	19	16	24 CB LG	21 CB LG			23
	20	17	25 O&SB	22 O&SB	22		24
	21	18	28 COUNCIL	25 BUDGET COUNCIL	23		25 ANNUAL COUR
	22	19	29	26	24		26
	23 ECSSC	20	30	27	25	23 GOOD FRIDAY	27
	24	21		28	26	24 EASTER MONDAY	28
	25 CB	22		29	27		29
	26	23		30	28		30
	27	24		31	29		31
	28	25			30		
	29	26			31		
	30	27					
	31	28					

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Hammersmith & Fulham

Council Calendar

2010/2011

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2010 council calendar

2011



	May	June	July	August	September	October	November	December	January	February	March	April	May	
Monday	3 BANK HOLIDAY			2			1		3 BANK HOLIDAY				2 BANK HOLIDAY	Monday
Tuesday	4	1		3			2		4	1	1		3	Tuesday
Wednesday	5	2		4 PAC	1		3	1 O&SB	5	2	2		4	Wednesday
Thursday	6 BOROUGH ELECTIONS	3	1 CB	5	2 CB CABINET		4	2 CB	6	3	3		5	Thursday
Friday	7	4	2	6	3	1 PARTY CONFERENCE	5	3	7	4	4	1	6	Friday
Monday	10	7	5 E&RSSC	9	6	4	8	6	10 CB CABINET	7 CB CABINET	7 CB	4 CB	9 CB	Monday
Tuesday	11	8 PAC	6	10	7 E&RSSC	5	9 E&RSSC	7 AUDIT & PENSIONS COMMITTEE	11 E&RSSC	8 E&RSSC	8 AUDIT & PENSIONS COMMITTEE	5 E&RSSC	10	Tuesday
Wednesday	12	9	7 PAC	11	8 ESC	6	10	8	12 PAC	9 PAC	9 PAC	6 PAC	11 PAC	Wednesday
Thursday	13	10 CB	8	12	9	7	11 CB CABINET	9	13 CG	10	10	7	12	Thursday
Friday	14	11	9	13	10	8	12	10	14	11	11	8	13	Friday
Monday	17	14	12	16	13	11	15	13	17 ESC	14 ESC	14 STC	11 ESC	16 CON (AGM)	Monday
Tuesday	18	15	13 ESC	17	14 HH&ASCSC	12 LICENSING COMMITTEE (ANNUAL)	16 HH&ASCSC	14	18 HH&ASCSC	15 HH&ASCSC	15	12 HH&ASCSC	17	Tuesday
Wednesday	19	16	14 STC	18	15 PAC	13 PAC	17 PAC	15 PAC	19	16	16	13	18	Wednesday
Thursday	20 CG (AGM)	17 CABINET	15 CB CABINET	19	16 CB	14 CB CABINET	18	16 CB CABINET	20	17	17	14	19	Thursday
Friday	21	18	16	20	17	15	19	17	21	18	18	15	20	Friday
Monday	24 LG	21	19	23	20	18	22	20	24 CB LG	21 CB LG	21 CB CABINET	18 CB CABINET	23 LG	Monday
Tuesday	25	22	20	24	21 O&SB	19	23 ESC	21	25 O&SB	22 O&SB	22	19 O&SB	24	Tuesday
Wednesday	26 ANNUAL COUNCIL	23 CG	21	25	22 AUDIT & PENSIONS COMMITTEE	20 CG	24	22	26 COUNCIL	23 BUDGET COUNCIL	23	20	25 ANNUAL COUNCIL	Wednesday
Thursday	27 CB	24 CB HH&ASCSC	22	26	23	21	25 CB	23	27	24	24	21	26	Thursday
Friday	28	25	23	27	24 PARTY CONFERENCE	22	26	24	28	25	25	22 GOOD FRIDAY	27	Friday
Monday	31 BANK HOLIDAY	28 LG	26	30 BANK HOLIDAY	27	25 LG	29	27 BANK HOLIDAY	31	28	28	25 EASTER MONDAY	30 BANK HOLIDAY	Monday
Tuesday		29 AUDIT & PENSIONS COMMITTEE	27 O&SB	31	28	26	30 STC	28 BANK HOLIDAY			29	26	31	Tuesday
Wednesday		30 COUNCIL	28		29	27 COUNCIL		29			30	27		Wednesday
Thursday			29		30	28 CB		30			31	28		Thursday
Friday			30			29		31				29		Friday