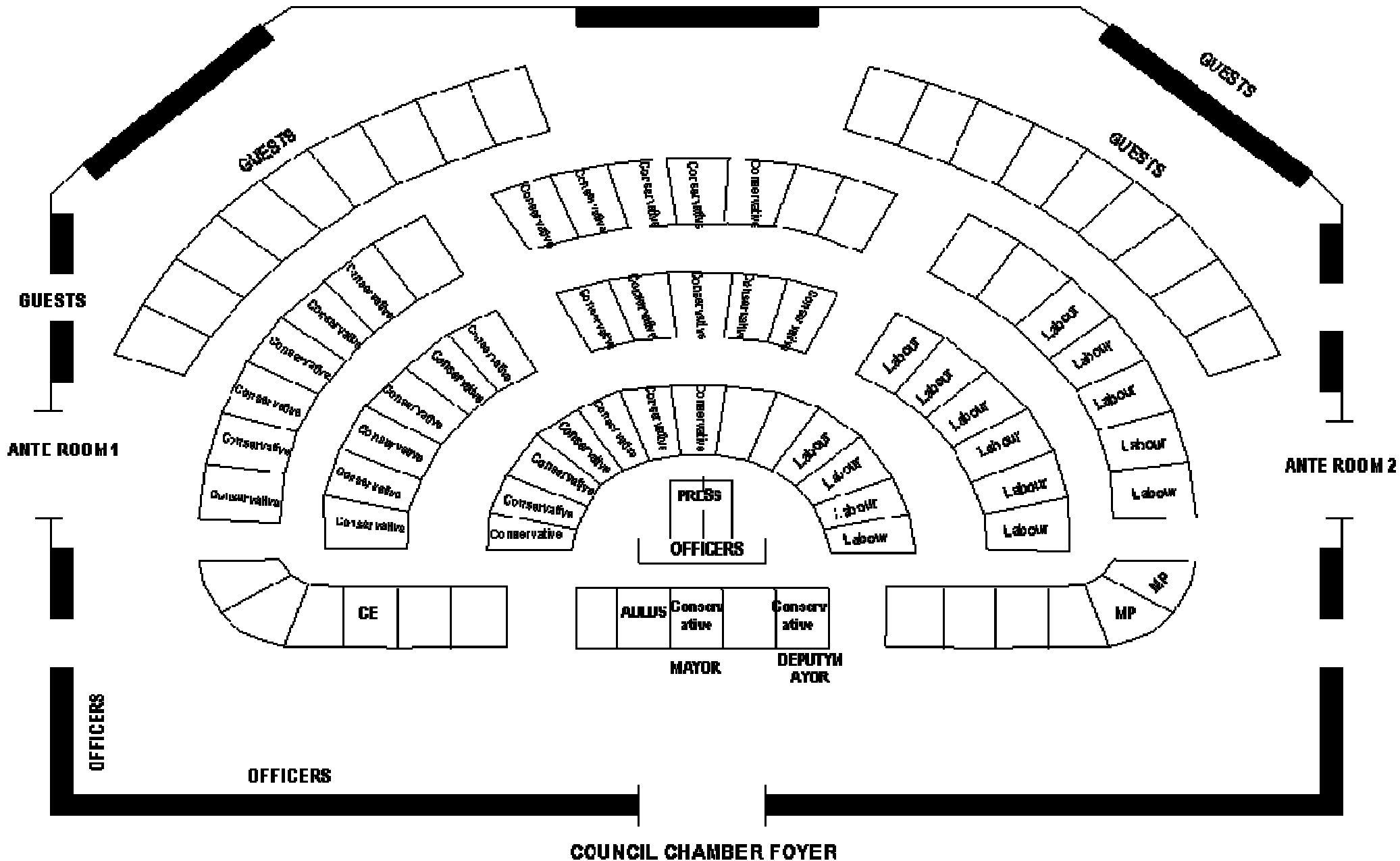


AGENDA

(Annual Council Meeting)

Wednesday 26 May 2010

COUNCIL CHAMBER SEATING 2010/11





The Mayor (Councillor Adronie Alford)
Deputy Mayor (Councillor Frances Stainton)

ADDISON

Alex Chalk (C)
Belinda Donovan (C)
Peter Tobias (C)

HAMMERSMITH
BROADWAY

Michael Cartwright (L)
Stephen Cowan (L)
PJ Murphy (L)

RAVENSCOURT PARK

Charlie Dewhirst (C)
Lucy Ivimy (C)
Harry Phibbs (C)

ASKEW

Lisa Homan (L)
Caroline Needham (L)
Rory Vaughan (L)

MUNSTER

Michael Adam (C)
Adronie Alford (C)
Alex Karmel (C)

SANDS END

Steve Hamilton (C)
Ali de Lisle (C)
Jane Law (C)

AVONMORE &
BROOK GREEN

Helen Binmore (C)
Joe Carlebach (C)
Robert Iggulden (C)

NORTH END

Daryl Brown (L)
Georgie Cooney (C)
Tom Crofts (C)

SHEPHERDS BUSH
GREEN

Iain Coleman (L)
Andrew Jones (L)
Mercy Umeh (L)

COLLEGE PARK &
OLD OAK

Elaine Chumnerly (L)
Wesley Harcourt (L)

PALACE RIVERSIDE

Marcus Ginn (C)
Donald Johnson (C)

TOWN

Oliver Craig (C)
Stephen Greenhalgh (C)
Greg Smith (C)

FULHAM BROADWAY

Victoria Brocklebank-
Fowler (C)
Rachel Ford (C)
Matt Thorley (C)

PARSONS GREEN AND
WALHAM

Nicholas Botterill (C)
Mark Loveday (C)
Frances Stainton (C)

WORMHOLT AND
WHITE CITY

Colin Aherne (L)
Jean Campbell (L)
Dame Sally Powell (L)

FULHAM REACH

Gavin Donovan (C)
Peter Graham (C)
Andrew Johnson (C)



SUMMONS

Councillors of the London Borough of
Hammersmith & Fulham
are requested to attend the
Annual Meeting of the Council on
Wednesday 26 May 2010
at Hammersmith Town Hall, W6

The Council will meet at 7.00pm.

17 May 2010
Town Hall
Hammersmith W6

Geoff Alltimes
Chief Executive

Full Council Agenda

26 May 2010

<u>Item</u>		<u>Pages</u>
1.	ELECTION OF MAYOR 2010/11	
	To receive nominations for the election of a Mayor for the 2010/11 Municipal Year.	
	To appoint a Deputy Mayor for the 2010/11 Municipal Year.	
2.	MINUTES	1 - 9
	To approve and sign as an accurate record the Minutes of the Budget Council Meeting held on 24 February 2010.	
3.	APOLOGIES FOR ABSENCE	
4.	MAYOR'S/CHIEF EXECUTIVE'S ANNOUNCEMENTS (IF ANY)	
5.	DECLARATIONS OF INTERESTS	
	If a Councillor has any prejudicial or personal interest in a particular report he/she should declare the existence and nature of the interest at the commencement of the consideration of the item or as soon as it becomes apparent.	
	At meetings where members of the public are allowed to be in attendance and speak, any Councillor with a prejudicial interest may also make representations, give evidence or answer questions about the matter. The Councillor must then withdraw immediately from the meeting before the matter is discussed and any vote taken, unless a dispensation has been obtained from the Standards Committee.	
	Where members of the public are not allowed to be in attendance, then the Councillor with a prejudicial interest should withdraw from the meeting whilst the matter is under consideration, unless the disability has been removed by the Standards Committee.	
6.	ITEMS FOR DISCUSSION/COMMITTEE REPORTS	
6.1	PARTY APPOINTMENTS FOR 2010/11 MUNICIPAL YEAR	10
	To note the Chief Executive's report on the various appointments made by the Party Groups on the Council for the 2010/11 Municipal Year.	
6.2	RETURNING OFFICER'S REPORT	11 - 14
	To note the Chief Executive's report outlining the results of the Local Government Elections held on 6 May 2010.	
6.3	ANNUAL REVIEW AND ADOPTION OF THE COUNCIL'S	15 - 23

CONSTITUTION

To receive the Monitoring Officer's report detailing the annual review of the Council's Constitution, and to agree to re-adopt it, with amendments, for a further municipal year.

6.4	CHANGES TO THE COUNCIL'S COMMITTEE AND SCRUTINY ARRANGEMENTS	24 - 32
	To agree the proposed amendments to the Council's Committee and Scrutiny structure, as outlined in the report.	
6.5	COUNCILLORS' ALLOWANCE SCHEME: REVISION	33 - 41
	This report requests the re-adoption of the Councillors' Allowances Scheme.	
7.	SPECIAL MOTIONS	
	To consider and determine any Special Motions:	
7.1	SPECIAL MOTION 1 - APPOINTMENT OF LEADER OF THE COUNCIL	42
7.2	SPECIAL MOTION 2 - APPOINTMENT BY THE LEADER OF DEPUTY LEADER AND CABINET MEMBERS AND THEIR RESPECTIVE PORTFOLIOS	43
7.3	SPECIAL MOTION 3 - APPOINTMENT OF CHAIRMEN AND MEMBERSHIPS OF REGULATORY AND OVERVIEW AND SCRUTINY COMMITTEES 2010/11	44
7.4	SPECIAL MOTION 4 - COUNCIL APPOINTMENTS TO LONDON LOCAL GOVERNMENT ORGANISATIONS 2010/11	45
7.5	SPECIAL MOTION 5 - COUNCIL CALENDAR 2010/11	46
8.	INFORMATION REPORTS - TO NOTE	
8.1	TO RECEIVE THE LEADER'S ANNUAL REPORT (ORAL)	
8.2	TO RECEIVE AND NOTE THE CONSERVATIVE ADMINISTRATION'S MANIFESTO FOR THE COUNCIL FOR 2010 - 2014	47 - 66
	It is the custom and practice of the Council to present the manifesto of the majority party to the Annual Meeting following the borough elections.	

The manifesto is presented for information only and the Council is not required to take any decision on it and, for the avoidance of doubt, nor does it thereby form part of the Council's budget and policy framework.

- | | | |
|------------|---|------------------|
| 8.3 | TO RECEIVE THE OVERVIEW AND SCRUTINY ANNUAL REPORT 2009/10 | 67 - 95 |
| 8.4 | TO RECEIVE THE STANDARDS COMMITTEE ANNUAL REPORT 2009/10 | 96 - 100 |
| 8.5 | TO NOTE THE COUNCILLORS' SUMMARY OF ACTIVITY OF WORK 2009/10 | 101 - 102 |



COUNCIL MINUTES

(BUDGET COUNCIL MEETING)

WEDNESDAY 24 FEBRUARY 2010



PRESENT

The Mayor Councillor Alex Karmel
Deputy Mayor Councillor Adronie Alford

Councillors:

Colin Aherne	Gavin Donovan	Mark Loveday
Helen Binmore	Rachel Ford	Reg McLaughlin
Nicholas Botterill	Sarah Gore	Lisa Nandy
Paul Bristow	Stephen Greenhalgh	Harry Phibbs
Victoria Brocklebank-Fowler	Lucy Gugen	Sally Powell
Aiden Burley	Steve Hamilton	Minnie Scott Russell
Jean Campbell	Wesley Harcourt	Greg Smith
Michael Cartwright	Lisa Homan	Frances Stainton
Alex Chalk	Robert Iggulden	Peter Tobias
Stephen Cowan	Lucy Ivimy	Mercy Umeh
Oliver Craig	Donald Johnson	Rory Vaughan
Gill Dickenson	Jane Law	Eugenie White
Belinda Donovan	Ali de Lisle	

39. MINUTES

The minutes of the Ordinary Council Meeting and the Special Council Meeting held on 27 January 2010 were confirmed and signed as an accurate record.

40. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Caroline Ffiske, Ed Owen and Andrew Johnson.

41. MAYOR'S/CHIEF EXECUTIVE'S ANNOUNCEMENTS (IF ANY)

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

42. DECLARATIONS OF INTERESTS

The Mayor advised Councillors that, in relation to agenda item 6.4 – ‘Councillors’ Allowances Scheme: Annual Review’, the Standards Board had advised that it was necessary for all Councillors to declare their allowances as personal interests under the Code of Conduct. In order to manage this with the minimum of disruption, all Councillors present in the Chamber would be deemed as having declared a personal interest in this item (unless the Councillor objects), and this fact would be duly noted and recorded in the minutes. This was agreed unanimously.

43. PUBLIC QUESTIONS (20 MINUTES)

There were no public questions.

44. ITEMS FOR DISCUSSION/COMMITTEE REPORTS (IF ANY)

44.1 Revenue Budget and Council Tax Levels 2010/11

7.03pm - The report and recommendations were moved for adoption by the Leader of the Council, Councillor Stephen Greenhalgh.

In accordance with Council convention, the Leader of the Administration, Councillor Stephen Greenhalgh, and the Leader of the Opposition, Councillor Stephen Cowan, were then given unlimited time to speak on the Budget report. Councillor Reg McLaughlin also made a speech on behalf of the Opposition.

Councillor Stephen Greenhalgh (for the Administration) made a speech winding up the debate. The report and recommendations were put to the vote. On a motion from the floor that names be recorded, a roll-call vote was taken.

FOR 27

(Alford, Binmore, Botterill, Bristow, Brocklebank-Fowler, Burley, Chalk, Craig, Donovan (B), Donovan (G), Ford, Gore, Greenhalgh, Gugen, Hamilton, Iggulden, Ivimy, Johnson (D), Law, de Lisle, Loveday, Phibbs, Scott-Russell, Smith, Stainton, Tobias and White)

AGAINST 0
ABSTENTIONS 13

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

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

7.54pm - **RESOLVED:**

1. To note the Council Tax decrease, for the Hammersmith & Fulham element, of 3% for 2010/11. For planning purposes, there will be no change for 2011/12 and 2012/13.
2. The Council Tax be set for 2010/11 for each category of dwelling, as calculated in accordance with Sections 30 to 47 of the Local Government Finance Act 1992, as outlined below and in full in Appendix A:
 - (a) The element of Council Tax charged for Hammersmith & Fulham Council will be £811.78 per Band D property in 2010/11;
 - (b) The element of Council Tax charged by the Greater London Authority will be £309.82 per Band D property in 2010/11;
 - (c) The overall Council Tax to be set will be £1,121.60 per Band D property in 2010/11;

Category of Dwelling	A	B	C	D	E	F	G	H
Ratio	6/9 £	7/9 £	8/9 £	1 £	11/9 £	13/9 £	15/9 £	18/9 £
a) H& F	541.19	631.38	721.58	811.78	992.18	1,172.57	1,352.97	1,623.56
b)GLA	206.55	240.97	275.40	309.82	378.67	447.52	516.37	619.64
c)Total (Draft)	747.74	872.35	996.98	1,121.60	1,370.85	1,620.09	1,869.34	2,243.20

3. The Council's own total net expenditure budget for 2010/11 is set as £184.345m;
4. That fees and charges are approved as set out in paragraph 5.1;
5. That the Director of Finance and Corporate Services' budget projections to 2012/13 be noted;
6. That the Director of Finance and Corporate Services' statements under Section 25 of the Local Government Act 2003 regarding adequacy of reserves and robustness of estimates be noted (paragraphs 6 and 7);
7. That the Director of Finance and Corporate Services be authorised to collect and recover National Non-Domestic Rate and Council Tax in accordance with the Local Government Finance Act 1988 (as amended), the Local Government Finance Act 1992 and the Council Schemes of Delegation;
8. That all Chief Officers be required to report monthly on their projected financial position compared to their revenue estimates (as part of the Corporate Monitoring Report);

9. That all Chief Officers be authorised to implement their service spending plans for 2010/11 in accordance with the recommendations within this report and the Council's Standing Orders, Financial Regulations and relevant Schemes of Delegation.

44.2 Treasury Management Strategy

7.55pm - The report and recommendations were moved for adoption by the Leader, Councillor Stephen Greenhalgh.

The report and recommendation was put to the vote:

FOR	27
AGAINST	0
ABSTENTIONS	12

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

7.55pm - **RESOLVED:**

1. To adopt the new CIPFA's Treasury Management in the Public Services Code of Practice, with effect from 1st April 2010;
2. To adopt the Treasury Management Policy Statement and clauses as per paragraphs 2 and 3 of the report;
3. To approve the future borrowing and investment strategies;
4. In relation to the Council's overall borrowing for the financial year 2010/11, approve the Prudential Indicators as set out in Section 3 of this report;
5. To approve the methodology for establishing credit criteria;
6. To delegate future amendments to the credit criteria methodology to Cabinet.

44.3 Capital Programme 2010/11 to 2014/15

7.56 pm - The report and recommendation was moved for adoption by the Leader, Councillor Stephen Greenhalgh.

The report and recommendation was put to the vote:

FOR	27
AGAINST	0
ABSTENTIONS	12

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

7.56pm - **RESOLVED:**

1. To approve that the General Fund Capital Programme is £32.768m for 2010/11;
2. To approve that any new receipts which exceed the target of £2.5m per annum be set aside for debt redemption;
3. To approve new borrowing, up to the level of the minimum revenue provision, from 2011/12 onwards;
4. To approve that 25% of future receipts generated for the decent neighbourhoods programme be used to support general capital investment;
5. To approve the following initiatives within the capital programme:
 - The continuation of the rolling programmes for Corporate Planned Maintenance (£2.5m), repairs to carriageways and footways (£2.1m), private sector housing grants (£0.45m) and Disabled Access Works (£0.25m);
 - The establishment of new rolling programmes for Parks Investment (£0.5m), IT infrastructure (£0.8m) and a contribution to the Invest to Save Fund (£0.75m).
6. To note that use of the new rolling programmes will be subject to a formal evaluation process;
7. To approve, subject to agreement of the overall programme, prudential borrowing of £5.6m regarding Building Schools for the Future;
8. To note the level of resource forecast (Table 5) and indicative expenditure for the decent neighbourhoods programme as detailed in Appendix 2.
9. To note the level of resource forecast and indicative expenditure for the Housing Revenue Account as detailed in Appendix 3;
10. To approve that the capital contingency of £2.5m and unused sums regarding the reserve set aside for Imperial Wharf be placed in a capital reserve;
11. To approve the prudential indicators as set out in Appendix 4 to the report;
12. To approve the following annual Minimum Revenue Provision: (Appendix 5);
 - For debt which is supported through Formula Grant this authority will calculate the Minimum Revenue Provision in accordance with current regulations (namely 4% of the Capital Financing requirement net of adjustment A).

- For debt which has arisen through prudential borrowing it should be written down in equal instalments over the estimated asset life. The debt write-off will commence the year after an asset comes into use.

44.4 Councillors' Allowances Scheme: Annual Review

7.57pm - The report and recommendation was moved for adoption by the Leader, Councillor Stephen Greenhalgh.

FOR	Unanimous
AGAINST	0
ABSTENTIONS	0

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

7.57pm - **RESOLVED:**

That the Councillors' Allowances Scheme 2010/11, as set out in Appendix 1, be approved with all allowances frozen at the levels agreed in May 2008.

45. SPECIAL MOTIONS

There were no special motions.

46. INFORMATION REPORTS - TO NOTE (IF ANY)

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

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

46.1 Special Urgency Decisions - Monitoring Report

7.58pm - The Mayor noted the information report on special urgency decisions taken between 1 October 2009 to 31 January 2010.

Meeting started: 7.00 pm
Meeting ended: 8.00 pm

Mayor

**ANNOUNCEMENTS BY
THE MAYOR**

1. On 28th January 2010, accompanied by my Mayoress, I was delighted to attend the Gold Standard 'Botanical Art' exhibition preview evening a collaboration between Fulham Palace and the Royal Horticultural Society, Fulham Palace, SW6.
2. On 29th January, I welcomed a group of HammersmithLondon (BID) 'Walker's' to Hammersmith Town Hall and conducted a tour of the building, including a display of the Mayoral Robes, the Maces and the Regalia, HTH.
3. On 30th January, accompanied by my Mayoress, I attended Fulham Court TRA Launch event, Fulham Court Community Hall, SW6.
4. On 3rd February, I was delighted to attend H&F Sports Development Team press opportunity to launch London Youth Games 2010, Chelsea Football Club, Stamford Bridge, SW6.
5. On 4th February, I was delighted to welcome the Serbian Ambassador, His Excellency Dr Dejan Popovic to the Borough and speak at the Serbian society book collection launch, Fulham Library, SW6.
6. On 10th February, accompanied by my Mayoress, I attended the Balfour Beatty London Youth Games, Borough Grant Awards evening, One Whitehall Place, SW1.
7. On 11th February, accompanied by my Mayoress, I was delighted to attend the official opening by actress, Anna Friel, of Vue Westfield, Europe's largest all-digital Cinema, Westfield London Shopping Centre, W12.
8. On 12th February, accompanied by my Mayoress, I attended The Schola Foundation Charity concert, with performances by The Priests and London Oratory School, The Cadogan Hall, Sloane Terrace, SW1.
9. On 15th February, I attended The Republic of Serbia, 'National and Armed Forces Day' celebrations, Embassy of Serbia, 28 Belgrave Square, London SW1.
10. On 15th February, I was delighted to host a presentation evening for Albert and Friends Instant Circus, who were winners at the New Years Day Parade 2010, winning £1000 in aid of my chosen charity, Help For Heroes, Mayor's Parlour, HTH.
11. On 16th February, I attended 'Naz Project' opening of their new office in Hammersmith, Open House, 30 Blacks Road, W6.
12. On 16th February, I attended a reception to celebrate the 'Year of the Tiger' The Banqueting House, Whitehall, SW1A.

13. On 23rd February, I attended H&F Youth Parliament Elections, Mayor's parlour, HTH.
14. On 23rd February, I attended the first of two H&F schools' Skittleball Championships 2010, Assembly Hall, HTH.
15. On 24th February, I attended the second H&F schools' Skittleball Championships 2010, Assembly Hall, HTH.
16. Since 3rd February, I have attended three Citizenship Ceremonies during which, I presented each citizen with their official certificate, Council Chamber, FTH.

Agenda Item 6.1



Chief Executive's Report to Council

26 MAY 2010

PARTY APPOINTMENTS FOR THE 2010/11 MUNICIPAL YEAR

**WARDS
All**

The Council is asked to note the following Party appointments that have been made for the Municipal Year 2010/11:

ADMINISTRATION

Leader – Councillor Stephen Greenhalgh

Deputy Leader – Councillor Nicholas Botterill

Chief Whip – Councillor Mark Loveday

Deputy Whip – Councillor Victoria Brocklebank-Fowler

OPPOSITION

Leader – Councillor Stephen Cowan

Deputy Opposition Leader – Councillor Michael Cartwright

Opposition Whip – Councillor Colin Aherne

Deputy Opposition Whip – Councillor Jean Campbell

CONTRIBUTORS

CE

RECOMMENDATION:

That the appointments made by the Party Groups on the Council be noted.



Returning Officer's Report to Council

26 MAY 2010

RESULTS OF THE LOCAL GOVERNMENT
ELECTIONS ON 6 MAY 2010

WARDS

All

Summary

As Returning Officer for the Authority, I have to report that the councillors listed in **Appendix 1** of this report were elected to the London Borough of Hammersmith and Fulham at the Local Government Elections held on 6 May 2010.

GEOFF ALLTIMES,
RETURNING OFFICER

CONTRIBUTORS
CE

RECOMMENDATION:

That the information in Appendix 1 to this report be noted.

RETURNING OFFICER'S REPORT TO ANNUAL COUNCIL – 26 MAY 2010

The Returning Officer submits the names, addresses, and political parties of the persons elected as Councillors for the Borough at the Local Elections held on 6 May 2010.

<u>WARD/NAME</u>		<u>POLITICAL PARTY</u>
<u>Addison</u>		
Alex Chalk		Conservative
Belinda Donovan		Conservative
Peter Tobias		Conservative
<u>Askew</u>		
Lisa Homan		Labour
Caroline Needham		Labour
Rory Vaughan		Labour
<u>Avonmore & Brook Green</u>		
Helen Binmore		Conservative
Joe Carlebach		Conservative
Robert Iggulden		Conservative
<u>College Park & Old Oak</u>		
Elaine Chumnerly		Labour
Wesley Harcourt		Labour
<u>Fulham Broadway</u>		
Victoria Brocklebank-Fowler		Conservative
Rachel Ford		Conservative
Matt Thorley		Conservative

<u>Fulham Reach</u>		
Gavin Donovan		Conservative
Peter Graham		Conservative
Andrew Johnson		Conservative
<u>Hammersmith Broadway</u>		
Michael Cartwright		Labour
Stephen Cowan		Labour
PJ Murphy		Labour
<u>Munster</u>		
Michael Adam		Conservative
Adronie Alford		Conservative
Alex Karmel		Conservative
<u>North End</u>		
Daryl Brown		Labour
Georgie Cooney		Conservative
Tom Crofts		Conservative
<u>Palace Riverside</u>		
Marcus Ginn		Conservative
Donald Johnson		Conservative
<u>Parsons Green & Walham</u>		
Nick Botterill		Conservative
Mark Loveday		Conservative
Frances Stainton		Conservative
<u>Ravenscourt Park</u>		
Charlie Dewhurst		Conservative
Lucy Ivimy		Conservative
Harry Phibbs		Conservative

<u>Sands End</u>		
Ali De Lisle		Conservative
Steve Hamilton		Conservative
Jane Law		Conservative
<u>Shepherds Bush Green</u>		
Iain Coleman		Labour
Andrew Jones		Labour
Mercy Umeh		Labour
<u>Town</u>		
Oliver Craig		Conservative
Stephen Greenhalgh		Conservative
Greg Smith		Conservative
<u>Wormholt and White City</u>		
Colin Aherne		Labour
Jean Campbell		Labour
Dame Sally Powell		Labour



Monitoring Officer's Report to Council

26 MAY 2010

ANNUAL REVIEW AND ADOPTION OF THE COUNCIL'S CONSTITUTION **WARDS All**

Summary

The Council's Monitoring Officer is required to review the Council's Constitution each year to ensure that its aims and principles are given full effect in accordance with Article 15 of the Constitution. A report on this subject is therefore included on the Annual Council Meeting agenda each year.

The Council's Constitution is based on a model published by the Government following the introduction of the Local Government Act 2000. The Council adopted a new style Constitution in May 2002, with a Leader, Cabinet and Overview and Scrutiny Committees.

CONTRIBUTORS:

DFCS
ADLDS

The Local Government and Public Involvement in Health Act 2007 ("the Act") requires all Councils to change their decision making arrangements by May 2010. In January 2010, the Council adopted the new style Leader and Cabinet executive model commonly known as 'the strong leader' model. The new arrangements took effect from the third day after the local elections in May 2010. Under the 'strong leader' model, Cabinet appointments, portfolios and the delegation of all executive functions are now the responsibility of the Leader and not the Council. Other in-year amendments were made to reflect changes to Cabinet portfolio responsibilities and changes to the Schemes of Delegation.

A further report on this agenda outlines proposals for a reduction in the size, number and frequency of some Council committees and for improving decision-making across the Committee structure. The Constitution was last reviewed at the Annual Council on 27 May 2009.

RECOMMENDATIONS

- 1. That the minor updates, amendments and corrections proposed to the Council Constitution, as set out in Annex 1 to the report, be agreed.**
- 2. Subject to agreement of the above, that the Council's Constitution be re-approved and re-adopted for the 2010/11 Municipal Year.**

1. COMMENTS OF MONITORING OFFICER

- 1.1 Over the past 12 months, changes have been made to the Constitution to reflect changes to the governance arrangements, Cabinet portfolio responsibilities and amendments to the Schemes of Delegation. The Monitoring Officer is satisfied that the Council's Constitution continues to fulfil its stated purposes, as set out in Article 1 of the Constitution.
- 1.2 The Council's Executive and Scrutiny processes have continued to operate as intended and as laid out in the Constitution over the past year. A separate report on this agenda *Changes to the Council's Committee and Scrutiny Arrangements* outlines proposals to improve the Council's Committee and Scrutiny arrangements. It also recommends that the post of Statutory Scrutiny Officer be added to the Constitution. The proposed changes and the reasons for them are set out in Annex 1.

2. OVERVIEW AND SCRUTINY, AND AUDIT AND PENSION FUND MANAGEMENT FUNCTIONS

- 2.1 The changes proposed to the Scrutiny function of the Council to reflect the new arrangements set out in the separate report on the Council agenda relate primarily to the structure, terms of reference and procedure rules of the Overview and Scrutiny Committees. There are also a number of consequential changes elsewhere in the Constitution.
- 2.2 The separate report also proposes the amalgamation of the Audit and Pensions Fund Management Committees. The Constitution requires amending to give effect to these changes.

3. SCHEMES OF DELEGATION AND OTHER CHANGES

- 3.1 Revisions were made, last year, to the Scheme of Delegation to reflect the transfer of powers and functions from the Environment department to the Residents Services department in line with the new corporate structure. As in previous years, further minor amendments to the detailed Schemes of Delegation (which set out how responsibilities are assigned from the Council to its Directors and other officers) are being proposed.
- 3.2 Under the new executive arrangements, the Leader is responsible for the appointment of the Cabinet and for the delegation of functions between the Cabinet and officers, and not Full Council. Executive functions are all those functions which are not required by law to be dealt with by Full Council or one of its committees. Any changes made by the Leader in-year to the Cabinet, Cabinet portfolios or the delegation of executive functions to officers will be dealt with by way of a Cabinet Member (Leader's) Decision and will be reported to Cabinet and Full Council for information.

4. CONTRACTS STANDING ORDERS

- 4.1 These have been reviewed and updated where necessary.

**LOCAL GOVERNMENT ACT 2000
BACKGROUND PAPERS**

No.	Brief Description of Background Papers	Name/Ext. of holder of file/copy	Department/Location
1.	Review of the Constitution Working papers/file	Kayode Adewumi Head of Councillors' Services, Ext 2499	Second Floor, Hammersmith Town Hall, Room 202a

ANNEX 1

ANNUAL REVIEW OF THE COUNCIL'S CONSTITUTION PRINCIPAL PROPOSED AMENDMENTS

CONSTITUTION SECTION	RELEVANT SECTION	PROPOSED CHANGES
<u>Part 2 – Articles of the Constitution</u>		
Article 3 – Citizens and the Council)	3.01 (c) Participation	To clarify the right to submit a deputation request (to Cabinet or Overview and Scrutiny Committees) and a petition (to Cabinet, Cabinet Members or Overview and Scrutiny Committees), and to make provision for Task Groups of Scrutiny Committees (see page Article 6 below)
Article 6 – Overview and Scrutiny Committees	Entire article	<p>To establish the Overview and Scrutiny Board and the 3 new Scrutiny Committees as in the separate report to Annual Council.</p> <p>New Sections 6.03 (Specific functions) is transferred and updated from the O&S Procedure Rules (see below) – it is more appropriate for these to appear in this Article. Para. 6.03 (b) (vii) provides for joint O&S Committees with other local authorities. Para. 6.03 (b) (viii) requires the participation of other organisations in the O&S process with a statutory duty to comply.</p> <p>New section 6.04 provides for the establishment of the new Scrutiny Board.</p> <p><i>Copies of this considerably revised draft Article will be available for inspection by Council Members at the Annual Meeting.</i></p>

CONSTITUTION SECTION	RELEVANT SECTION	PROPOSED CHANGES
Article 8 - Regulatory & Quasi-judicial Committees	Audit Committee and Pensions Fund Investment Panel	To establish a combined Audit and Pensions Committee as in the separate report to Annual Council.
Article 12 - Officers and Employees of the Council	N/A	New Section 12.06 to establish the role of statutory Scrutiny Officer as required by the Local Democracy, Economic Development and Construction Act 2009 – see the separate report to Annual Council.
<u>Part 3 – Responsibility for functions</u>		
The Executive – Leader and Cabinet Members	All	See separate report to Annual Council on the composition of the new Executive. The generic responsibilities of all Cabinet members have been brigaded into a single introductory section, rather than repeated in each portfolio list.
Overview & Scrutiny Committee membership	All	See separate report to Annual Council on membership of Overview & Scrutiny Committees

CONSTITUTION SECTION	RELEVANT SECTION	PROPOSED CHANGES
Regulatory and Other Committees – Terms of Reference	Audit Committee Pensions Fund Investment Panel	To establish the terms of reference of the combined Audit and Pensions Committee, as in the separate report to Annual Council. <i>Copies of the proposed revised Terms of Reference will be available for inspection by Council Members at the Annual Meeting.</i>
Regulatory and other Committee Memberships	All	See separate report to Annual Council on the composition of these Committees.
Schemes of Delegation to Chief Officers	Director of Residents Services Director of Community Services Director of Environment	Minor amendments and additions have been made to these Schemes of Delegation to reflect changes in legal powers and in departments' organisation.
<u>Part 4 – Rules of procedure</u>		
Council Procedure Rules: Order at Council and Committee Meetings)	Section 21 (g)	To provide for an exception in the prohibition on recording Council/Committee meetings to permit recording by officers. [NB. Further changes, to introduce the new statutory provisions relating to petitions and e-petitions, will be submitted for approval to Council on 30 June, in accordance with the Local Democracy, Economic Development and Construction Act 2009. These will replace the existing provisions]

CONSTITUTION SECTION	RELEVANT SECTION	PROPOSED CHANGES
Access to Information Procedure Rules	Section 1 : Scope	To extend the Access to Information Rules to Overview & Scrutiny Task Groups.
Overview and Scrutiny Procedure Rules	Entire document	<p>As set out in the separate report to Annual Council:</p> <p>Section 1 – to make provision for the Scrutiny Board.</p> <p>[Old section 2. transferred to Article 6 (see above)]</p> <p>Revised Sections 7 and 28 to make provision for the Chairing and membership arrangements of the New Scrutiny Board and Select Committees.</p> <p>New Section 8 – to make provision for O&S Task Groups.</p> <p>Section 10 – Correction to extend Councillor Call to Action to any Councillor, not just those who are members of Overview & Scrutiny Committees.</p> <p>Section 20 – correcting a conflict with Rule 16 of the Access to Information Procedure Rules (p.400) – the agreement of a Chairman of a relevant Scrutiny Committee to be obtained that the taking of an urgent decision <u>not</u> in the Forward Plan cannot reasonably be delayed.</p>

CONSTITUTION SECTION	RELEVANT SECTION	PROPOSED CHANGES
[Overview & Scrutiny Rules (cont.)]		<p>Section 24 – extending the right to make deputations to Task Groups</p> <p>Section 25 – making specific provision for the business of the O&S Board and the Scrutiny Committees</p> <p><i>Copies of these considerably revised draft Rules will be available for inspection by Council Members at the Annual Meeting.</i></p>
Contract Standing Orders	<p>Waivers and exemptions</p> <p>Shortlisting and pre-qualification</p> <p>Awards criteria</p> <p>Post – tender negotiations</p>	<p>Changes have been made to incorporate latest best practice.</p> <p><i>Copies of the revised Contract Standing Orders (showing tracked changes) will be available for inspection by Council Members at the Annual Meeting.</i></p>
<u>Part 5 – Codes and Protocols</u>		
Councillors' Support and Other Facilities: Guidelines for Use	<p>Section 2 – Quality confidential word processing service</p> <p>Section 5 – Advance Session Publicity</p> <p>Section 7 – Interest- free Loan Scheme</p>	<p>Deletion of this section – this service is no longer available.</p> <p>Clarifying that publicity leaflets provided to Councillors will be in pdf format.</p> <p>This scheme is no longer available.</p>

CONSTITUTION SECTION	RELEVANT SECTION	PROPOSED CHANGES
Guidance for Councillors and Officers dealing with Planning and Licensing	Section 12 – Site visits	To make clear that any (exceptional) site visit must be by resolution of the Chairman of the Committee. This is to protect the Committee from criticism by interested parties.
Information Security Policy	Entire document	Incorporating the latest version of the Policy.
<u>Part 6 – Members’ Allowance Scheme</u>		
Members’ Allowance Scheme	Entire document	See separate report to Annual Council.
<u>Part 7 – Management Structure</u>		
Organisation charts	All	Incorporating latest departmental structures



London Borough of Hammersmith & Fulham

Report to Council

26 MAY 2010

WEDNESDAY
26 MAY 2010
LEADER

CHANGES TO THE COUNCIL'S COMMITTEE AND SCRUTINY ARRANGEMENTS

Wards:
All

This report outlines proposals to improve the Council's Committee and Scrutiny arrangements. It also recommends that the post of Statutory Scrutiny Officer be added to the Constitution.

CONTRIBUTORS

Recommendations:

DFCS
ADLDS

1. That the Committee and Scrutiny structure outlined in **Appendix 1** to this report be agreed.
2. That terms of reference of the Scrutiny Committees in **Appendix 2** and other necessary changes to the Constitution to support the new structure be approved.
3. That the new structure be implemented from 26th May 2010.
4. That the Head of Councillors' Services be designated as the Council's Section 31 Scrutiny Officer and the post be added to the Constitution.

1. BACKGROUND

- 1.1 The Council adopted the Leader and Cabinet model under the Local Government 2000 Act in May 2002, and between 1998 and 2002 operated an interim executive model under the old law. The current Leader/Cabinet model provides strong leadership and strategic management. Current governance arrangements are effective, generally responsive and focused around a set of formal and informal meetings and delegated decision-making.
- 1.2 Under the Local Democracy, Economic Development and Construction Act 2009, the Council has adopted the new style Leader and Cabinet Executive model. The adoption of this new governance arrangement has provided an opportunity to look at how decisions are made and improve the decision making process at Hammersmith and Fulham.
- 1.3 This report outlines proposals for a reduction in the size, number and frequency of some Council committees to reduce Members' time commitment at Town Hall meetings, streamline the scrutiny process and improve decision making across the Committee structure. These changes will allow Members more time for development activities, enhancement of their community leadership role and provide better work life balance influenced by the size and demography of the Council membership. The improvements will also free up officers' time across the Council to support Members and residents in improving services and meeting corporate priorities.

2. COMMITTEE STRUCTURAL CHANGE PROPOSALS

- 2.1 The Council's decision making structure consists of a mixture of Executive and non Executive decision making bodies. The 3 main categories are:-
- (i) Council only decisions: Decisions which may be taken by full Council only. These include the setting of the budget and Council Tax, Council Tax base, Treasury Management, the adoption of the Constitution, participation in private bills and the adoption of the policy framework.
 - (ii) Executive decisions: Defined as all decisions which are not reserved to full Council or defined in regulations as "non executive functions". Subject to their value or impact on the community they may be taken by the Cabinet, an individual Cabinet member, an officer, a committee of the Council or another authority.
 - (iii) Non-executive decisions: These are matters which are set out in regulations and cover such issues as the granting of consents and the appointment of staff. Subject to the Constitution, they may be taken by the relevant Committee or an officer. Non-executive decisions are not subject to the rules in relation to Key Decisions and the Forward Plan.

2.2 Executive and Non-executive decisions are taken by Members through a structure of formal meetings and Cabinet Member decisions. The following changes to the Committee structure are recommended for implementation from 26 May 2010 and incorporated into the Constitution:-

- Reduce frequency of meetings – To reduce the frequency of Standards Committee and Fulham Palace Management Committee from 4 to 3 meetings each. As a general principle, the Council would increase preparedness and flexibility to hold special meetings of any Committee as and when necessary.
- Reduce the number of Committees – To combine the Audit and Pensions Committees into a single Audit and Pensions Committee. The size of the new committee will be 6 Members.

3. COUNCIL MEETINGS

3.1 A further report looking at how the Council meetings can become more engaging and interesting for both residents and Members to participate in will be submitted at a later date.

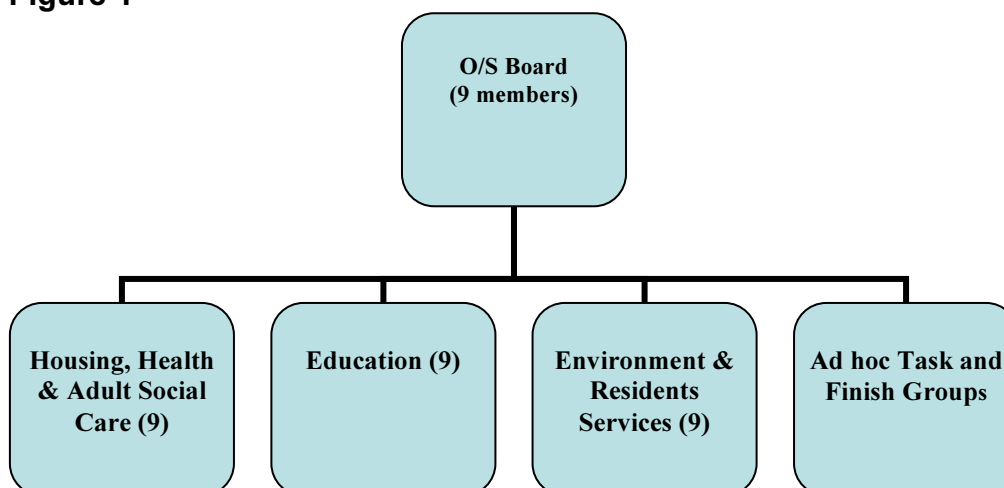
4. SCRUTINY PROPOSED STRUCTURE

4.1 The current scrutiny functions are delivered by six Scrutiny Committees with a mix of thematic and service specific remits. The Committees reflect the Council's main priorities. The Audit Commission in its assessment of the Council's scrutiny structures and performance in 2007 observed that the Council had strong performance management structures with some effective examples of scrutiny. Overall they commented that Scrutiny was performing adequately but the impact was inconsistent. The proposed structure addressed the issues highlighted in the report.

4.2 The review provides a streamlined Scrutiny Committee structure with a coordinating Overview and Scrutiny Board sitting above three standing "Select" Committees with the ability to establish task groups. The structure will reduce the total number of scrutiny seats from 54 to 35. This gives Members the flexibility to select the time commitment best suited to their needs and widens the scope for non executive members to look at issues in more detail and contribute to policy development and service review.

The proposed Terms of Reference are attached at **Appendix 2**. Details of how Scrutiny will work are outlined below.

Figure 1



4.3 The Overview and Scrutiny Board

The Overview and Scrutiny Board would comprise of 9 members – a Chairman, Vice Chairman, the Chairmen of each of the Scrutiny Committees and four other members. The membership shall be appointed by Council. The Board would look at all major cross cutting issues and strategic partnerships and have the oversight of finance and use of resources i.e. VFM role. The Board will be constituted as an Overview and Scrutiny Committee under s.21 of the 2000 Act.

4.4 Scrutiny “Select” Committees

The following three “Select” Committees will sit underneath the Board:-

- Environment & Residents Services
- Education
- Housing, Health and Adult Social Care.

Each Committee will be constituted as an Overview and Scrutiny Committee under s.21 of the 2000 Act with a membership consisting of 9 members. The Chairman will be appointed by Council while Vice Chairman shall be appointed by the relevant Select Committee. The statutory voting co-optees will sit on the Education and Children’s Services Select Committee and a number of non voting cooptees on the Housing, Health and Adult Social Care Select Committee including a representative of H&F LINK. It is envisaged that the Environment and Residents Services Select Committee will invite, as and when necessary, a non voting ‘Expert Adviser’ from the Police/Metropolitan Police Authority to participate. Other cooptees will be appointed where required.

The change of name to Select Committee is to emphasise the more detailed work these committees will be expected to undertake - including rolling investigations into the work of the Executive. This contrasts with the present system of ‘one off’ reports presented by officers at each meeting. The name mirrors those of Parliamentary Select Committees.

4.5 Task Groups

The Overview and Scrutiny Board will commission the ad hoc single issue task groups. Membership will be drawn from a pool of non Executive Members regardless of whether or not they are members of any Committee. This approach will help spread the burden and engage Members who may not otherwise be appointed to a Committee and match Members interests and expertise to scrutiny activities. Each Select Committee would be encouraged to undertake one or two detailed reviews of service or policy areas through the Task Groups each year. A key role of the Board would be to ensure that such activities were managed within the constraints of Member and Officer capacity.

The task groups will sit underneath the Overview and Scrutiny Board. Task groups may be constituted as Sub-Committees or Informal Working Parties by the Board. Each Group will have no less than 3 Members. The Chairman and Vice-Chairman shall be appointed by the Panel.

4.6 Scrutiny Links With Executive

Cabinet Members will attend scrutiny meetings to provide opportunities for Members to scrutinise their portfolio and hold them to account.

4.7 Statutory Scrutiny Officer

The Local Democracy, Economic Development and Construction Act 2009 requires the appointment of a Statutory Scrutiny Officer from 1st April 2010. The Statutory Scrutiny Officer will promote the scrutiny function generally within the authority and local government partners more widely and provide advice and support to Officers, the Executive and members of the authority's committee(s) in undertaking their work. This may include the provision, or management, of committee secretariat services, research, analysis of data and report preparation for example.

The Head of the Paid Service, Monitoring Officer and Chief Finance Officer are specifically excluded from exercising the role. While the nominated officer should be of such seniority to be able to effectively discharge their duties, guidance suggests that this should not be regarded as a senior management function. Since the duties relate to the direct management role of the scrutiny function, it is recommended that the Head of Councillors' Services be designated as the Council's Section 31 Scrutiny Officer.

5. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE SERVICES

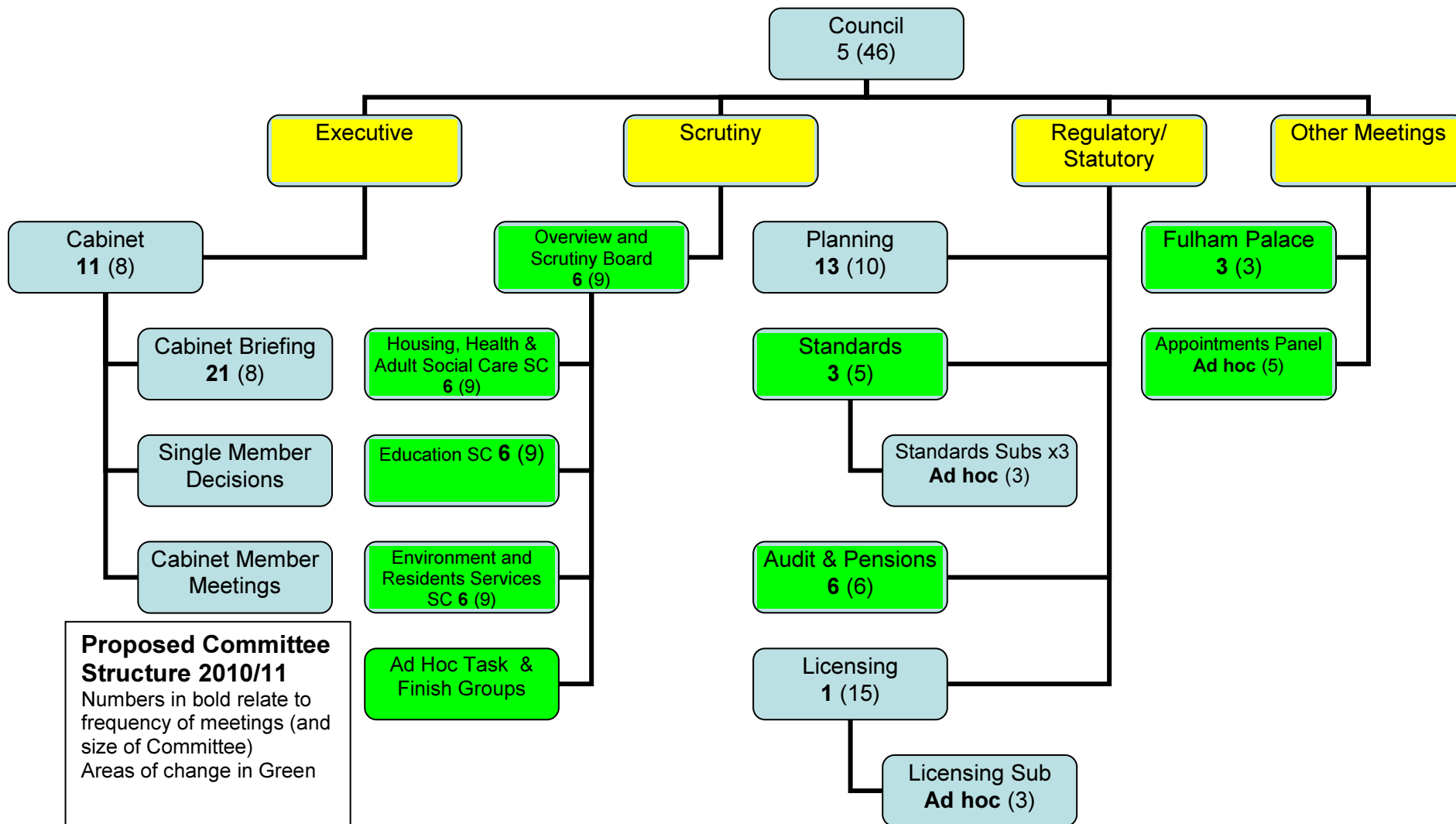
- 5.1. There are no financial implications arising from this report.

6. COMMENTS OF THE ASSISTANT DIRECTOR (LEGAL AND DEMOCRATIC SERVICES)

6.1. These are contained in the body of the report.

LOCAL GOVERNMENT ACT 2000
LIST OF BACKGROUND PAPERS

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
1.	Audit Commission report 2007	Kayode Adewumi	2 nd Floor, Town Hall, King Street, W6
CONTACT OFFICER: Kayode Adewumi		EXT : 020 8753 2499	



TERMS OF REFERENCE

The Council will appoint Scrutiny Committees, as set out below, to discharge the functions conferred by section 21 of the Local Government Act 2000, and regulations under section 32 of the Local Government Act 2000 or Local Government and Public Involvement in Health Act 2007.

Committee	Scope
<p>Overview and Scrutiny Board</p>	<p>The coordination, and development of the Council's Scrutiny function and the monitoring of its performance</p> <p>Any aspect of the Council's strategic policy formulation, setting and monitoring of the corporate budget, oversight of finance and use of resources, performance management (including external assessment of the Authority and its services) human resources, central support services, and organisational development and strategic partnerships outside the scope of any other Scrutiny Committee, including the Local Area Agreement.</p> <p>Other functions of the Council (including major cross-cutting issues).</p> <p>Lead responsibility for scrutinising the relevant Cabinet Member(s).</p>
<p>Environment and Residents Services Select Committee</p>	<p>Any aspect of policy, provision and performance related to the local environment and economy, including matters relating to the Street Scene, parks and open spaces, recycling and environmental sustainability, parking policy, waste disposal, street cleansing, refuse collection, cemeteries, biodiversity, transport and planning.</p> <p>Any aspect of policy, provision and performance relating to quality of life, including policing, community safety, tackling anti-social behaviour, licensing and gambling, employment, adult education, cultural services and registration.</p> <p>The discharge of the functions and responsibilities of a Crime and Disorder Committee in accordance with section 19 of the Police and Justice Act 2006 and regulations made under section 20 of the Act.</p> <p>Any other matter allocated by the Scrutiny Board.</p> <p>Lead responsibility for scrutinising the relevant Cabinet Members.</p>

APPENDIX 2

<p>Education Select Committee</p>	<p>Any aspect of policy, provision and performance related to the education of children and young people in the borough and the education budget, children’s services including social care and the exercise of statutory responsibilities in relation to the scrutiny of children’s health matters as set out in paragraph 6.03 (c) below. (Matters relating to general health strategies and services not specifically for children and young people shall be within the scope of the Housing, Health and Adult Social Care Scrutiny Committee.)</p> <p>Any other matter allocated by the Scrutiny Board</p> <p>Lead responsibility for scrutinising the relevant Cabinet Members.</p>
<p>Health, Housing and Adult Social Care Select Committee</p>	<p>Any aspect of policy, provision and performance relating to housing, health and adult social services in the borough, including the exercise of statutory responsibilities in relation to the scrutiny of health as set out in paragraph 6.03 [c] below and also the voluntary and community sector. (Matters relating to health strategies and services specifically for children and young people shall be within the scope of the Education Select Committee.)</p> <p>Any other matter allocated by the Scrutiny Board.</p> <p>Lead responsibility for scrutinising the relevant Cabinet Members.</p>



Report to Council

26 MAY 2010

LEADER
*Councillor Stephen
Greenhalgh*

**COUNCILLORS' ALLOWANCES SCHEME:
REVISION**

**WARDS
All**

SYNOPSIS

On the 24 February 2010, the Council agreed the 2010/11 Councillors' Allowance Scheme for the municipal year. During the consideration of the scheme, it was noted that the final report of the London Councils Independent Remuneration Panel was not ready for consideration. This report highlights the Panel's recommendations and requests the Council to note the report and readopt the 2010 – 11 scheme.

CONTRIBUTORS

DFCS
ADLDS

RECOMMENDATION:

- i. That the London Councils established Independent Remuneration Panel report (May 2010) and officers' comments thereon be noted;**
- ii That the Councillors' Allowances Scheme 2010 – 11 as set out in Appendix 1, be readopted.**

1. BACKGROUND

- 1.1 The Council is required under the Local Government Act 2000 and the Local Authorities (Members' Allowances) (England) Regulations 2003 to undertake an annual review of its Members' Allowances scheme. On 24 February 2010, the Council agreed its Members' Allowance scheme for 2010/11.

2. INDEPENDENT REMUNERATOR'S REPORT

- 2.1 In accordance with the Members' Allowances Regulations, the Council must have regard to the independent remunerator's report but is not required to adopt its recommendations. The Independent Remunerator's report was not available for consideration during our last meeting. The Panel's most recent report has been issued with 12 recommendations which are attached at Appendix 2.

- 2.2 Having considered the proposals contained within the report, the Council once again notes that the current scheme is broadly consistent with the independent remunerator's report and recommendations with the following significant differences:-

- Allowances to be updated in line with local government pay awards;
- Role descriptions should be developed for councillors for all their areas of work;
- The role descriptions should be placed on council websites;
- Councils should consider the introduction of an appraisal system for members;
- Councillors who, without reasonable cause, fail to discharge their duties should not claim the basic allowance. The legislation requiring only an attendance at a council meeting every six months should be tightened.
- Only one SRA should be paid to a councillor in respect of duties with the same authority.
- Rationalisation in the tax treatment of expenses borne by councillors and recommend that the Local Government Association be asked to pursue that at the national level, or failing that, London Councils attempt to achieve rationalisation on behalf of London.

- 2.3 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 role of a councillor is enshrined in the constitution which is already published on the Internet. In particular there are detailed provisions in relation to the Mayor and Cabinet. The political parties rather than officers are in a better position to introduce and administer an appraisal system for members. This is a matter for the parties to undertake and administer at their discretion.

We agree that Councillors who, without reasonable cause, fail to discharge their duties should not claim the basic allowance and legislation requiring only an attendance at a council meeting every six months should be tightened. We do not agree that only one SRA should be paid to a councillor in respect

of duties with the same authority. Each local authority should be able to look at its own local circumstances due to the profile and size of its membership. The Council consists of 46 members with a high proportion of young councillors and people in active employment. The removal of the Cabinet, Mayor and Deputy Mayor participating in the committees reduces the number of people who would be available to seat on committees which meet with an exceptional frequency.

We also agree that there should be a rationalisation in the tax treatment of expenses borne by councillors and support that the Local Government Association be asked to pursue this at the national level, or failing that, London Councils attempt to achieve rationalisation on behalf of London.

- 2.4 It should be noted that the current allowance scheme was made on the assumption that the SRA posts are identical to those agreed prior to the introduction of new governance arrangements. Under the proposed new governance arrangement, the Leader will appoint the Cabinet and submit all other appointments to Annual Council for approval. In the event that there are any changes to the current SRA entitled posts under the new arrangement, the scheme of allowance may be subject to change.
- 2.5 Council is now requested to re-adopt the Scheme set out at Appendix 1 effective from 27 May 2010 subject to any changes which might arise.

3. COMMENTS OF THE ASSISTANT DIRECTOR OF LEGAL AND DEMOCRATIC SERVICES

- 3.1 The proposals contained within the report are in line with the Local Government Act 2000 and appropriate regulations.

4. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE SERVICES

- 4.1 The Director of Finance and Corporate Services can confirm that the proposed action is cost neutral and that sufficient provision in the existing budget to fund the costs as contained in this report.

LOCAL GOVERNMENT ACT 2000
LIST OF BACKGROUND PAPERS

No.	Description of Background Papers	Name/Ext. of Holder of File/Copy	Department/ Location
1.	The Remuneration of Councillors in London: 2006 Review (December 2006)	Kayode Adewumi, ext 2499	FCS Room 202a, Hammersmith Town Hall
2.	Members' Allowance Scheme report 2009/10	Kayode Adewumi, ext 2499	FCS Room 202a, Hammersmith Town Hall

APPENDIX 1

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 Rodney Brooke, Drew Stevenson and Jo Valentine, and published in May 2010.

1. BASIC ALLOWANCE

- 1.1 The independent remunerator's report suggests a flat-rate basic allowance be paid to each member of the authority of £9964 per annum to be paid in 12 monthly instalments on the 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 (6)	£5,000
Leader of the Opposition	£17,874

Deputy Leader of the Opposition	£6,183
Opposition Whip	£6,183
Chairmen of Planning Applications Committee, Personnel Appeals, Appointments Panel, Audit Committee, Licensing Committee/Sub-Committee, & Councillor member on Adoption Panel	£6,183
The Mayor	£11,922
Deputy Mayor	£6,183
Lead Member HAFFTRA Liaison	£3,000
Lead Member for ALMO VFM Scrutiny and Leaseholder Liaison	£5,000
Lead Member for Customer First	£5,000

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.

INDEPENDENT REMUNERATION PANEL RECOMMENDATIONS

1. We believe that the scheme of allowances that the panel recommended in 2001, updated in line with local government pay awards, is still appropriate. At appendix A we set out the five bands of responsibility with updated figures for the basic allowance and for the five bands.
2. We continue to believe that the roles identified in the 2006 report as attaching to the bands are still, in general terms, appropriate. Consultation has suggested other roles, but most are covered by the 2006 recommendations. We have added to the role descriptions in band one 'community leaders' and 'leaders of a specific major project'. We appreciate that such responsibilities can provide development opportunities for the leaders of the future and are analogous to other responsibilities within band one.

We also recommend the inclusion of 'acting as a member of a committee or sub-committee which meets with exceptional frequency or for exceptionally long periods' and 'acting as a member of an adoption panel where membership requires attendance with exceptional frequency or for exceptionally long periods'.

3. With changes in local government structure and organisation, we accept that some cabinet roles may be more demanding than others. Although it may be sensible for many councils to remunerate cabinet members at the same level, we believe that there is sufficient width in band three to permit councils to recognise different levels of responsibility within the cabinet where this is appropriate.
4. In return for the levels of remuneration which we propose, it is important that councillors account publicly for their activities. We believe that:
 - a. role descriptions should be developed for councillors for all their areas of work;
 - b. the role descriptions should be placed on council websites;
 - c. members should report publicly on their activity through a variety of channels as illustrated in the main report; and
 - d. councils should consider the introduction of an appraisal system for members.
5. Councillors who, without reasonable cause, fail to discharge their duties should not claim the basic allowance. We believe that the legislation requiring only an attendance at a council meeting every six months should be tightened.
6. We endorse the recommendations of the 2006 report in relation to the chair and members of the standards committee.
7. We reiterate our view that only one SRA should be paid to a councillor in respect of duties with the same authority.

8. Although councillors are not employees, we believe that it is reasonable that their special responsibility allowances should not cease in case of sickness, maternity and paternity leave in the same way that employees enjoy such entitlements. We continue to recommend that councils should be able to make arrangements in their schemes in appropriate circumstances to enable this to happen.
9. We continue to recommend that the allowances we recommend should be updated annually in accordance with the headline figure in the annual local government pay settlement. We appreciate that Regulation 10(1) of the Local Authorities (Members' Allowances) (England) Regulations 2003 appears to require re-adoption of the scheme at the start of each municipal year. However Regulation 10(4) provides that the scheme will not be deemed amended by virtue only of adjustment of the scheme through indexation. If there is no other change a re-adoption can be achieved by a simple resolution.
10. While we continue to believe that intra-borough travel should be part of the basic allowance, we recognise that there are circumstances where it may be appropriate for a scheme to provide payment for the cost of transport e.g. journeys home after late meetings and for people with disabilities. In the case of dispute, we believe that the standards committee could adjudicate.
11. We strongly believe that there is need for rationalisation in the tax treatment of expenses borne by councillors and recommend that the Local Government Association be asked to pursue that at the national level, or failing that, London Councils attempt to achieve rationalisation on behalf of London.
12. We have consistently recommended that eligible councillors should be eligible for admission to the local government pension scheme and we continue to urge that councils should give their members this opportunity.

Agenda Item 7.1

SPECIAL MOTION NO. 1 – APPOINTMENT OF LEADER OF THE COUNCIL

Standing in the names of:

- (i) Councillor Nicholas Botterill
- (ii) Councillor Mark Loveday

"This Council agrees the appointment of Councillor Stephen Greenhalgh as the Leader of the Council".

SPECIAL MOTION NO. 2 –APPOINTMENT BY THE LEADER OF THE DEPUTY LEADER AND CABINET MEMBERS AND THEIR RESPECTIVE PORTFOLIOS

Standing in the names of:

- (i) Councillor Stephen Greenhalgh
- (ii) Councillor Victoria Brocklebank-Fowler

"This Council notes the following appointments by the Leader to the Cabinet and their respective portfolios (Annex 1)*".

*[Annex 1 to be circulated separately]

Agenda Item 7.3

SPECIAL MOTION NO. 3 – APPOINTMENTS OF CHAIRMAN AND MEMBERSHIPS OF REGULATORY, SCRUTINY AND OTHER COMMITTEES

Standing in the names of:

- (i) Councillor Stephen Greenhalgh
- (ii) Councillor Nicholas Botterill

"This Council agrees the following appointments of Chairman and Memberships of Regulatory, Scrutiny and other Committees under its Constitution for the Municipal Year 20010/11, as set out in Annex 1*.

This Council also notes their respective Portfolios / Terms of Reference, as set out in the Council's Constitution."

*[Annex 1 to be circulated separately]

SPECIAL MOTION NO. 4 – COUNCIL APPOINTMENTS TO LONDON LOCAL GOVERNMENT ORGANISATIONS 2010/11

Standing in the names of:

- (i) Councillor Mark Loveday
- (ii) Councillor Victoria Brocklebank-Fowler

"This Council agrees the Council's appointments to London Local Government Organisations for 2010/11, as set out in Annex 1"*.

*[Annex 1 to be circulated separated].

Agenda Item 7.5

SPECIAL MOTION NO. 5 – COUNCIL CALENDAR 2010/11

Standing in the names of:

- (i) Councillor Lucy Ivimy
- (ii) Councillor Greg Smith

"This Council agrees that, for the Municipal Year 2010/11, meetings of the Council, its Committees and Panels, be held on the dates specified, as set out in the Council Calendar, attached as Annex 1".*

*[Annex 1 to be circulated separated].



Conservatives

H&F Council Elections - 6th May 2010



DELIVERING **THE** BOROUGH OF OPPORTUNITY

**Manifesto for a
Second Conservative Term
in Hammersmith & Fulham**

Don't go back.

Hammersmith & Fulham

is on the right track.



Council of the Year

WINNER

Hammersmith and Fulham LBC





Cllr Stephen Greenhalgh

DELIVERING THE BOROUGH OF OPPORTUNITY

Manifesto for a Second Conservative Term in Hammersmith & Fulham

The national debt is forecast to exceed £1 trillion and the British state now borrows about £1 for every £4 that it spends. All areas of public expenditure will have to be reduced. Given this dire situation what aspirations can a Conservative administration have for a second term?

H&F Council had been a Labour Council for decades. Rather like this current Labour government, Labour left the Council mired in debt (non housing debt was £169 million) which cost £10 million a year to service. In the last 4 years under the Conservatives £24 million of this debt has been repaid saving £2.9 million in debt interest payments.

H&F is now an ambitious Conservative Council that is committed to providing the best possible services at the lowest possible cost to the Council taxpayer. We are proud at having led the way in Britain in cutting Council Tax by 3% four years in a row whilst improving the Council services that matter most to our residents.

Now our intention is to hold council tax at current levels for two years followed by renewed reductions of at least 3% per annum. We will continue with round the clock town centre beat policing, continue to roll out Neighbourhood Watches and implement more CCTV on estates. We will not let up on the drive to improve the environment of the borough.

We will continue to protect the vulnerable shown by the fact that this Conservative council has a higher safety net than the vast majority of councils.

Finally our mission is to make H&F your Borough of Opportunity by offering schools of choice, creating a housing ladder of opportunity and regenerating the most deprived parts of the borough.

A handwritten signature in blue ink, appearing to read 'Stephen Greenhalgh'.

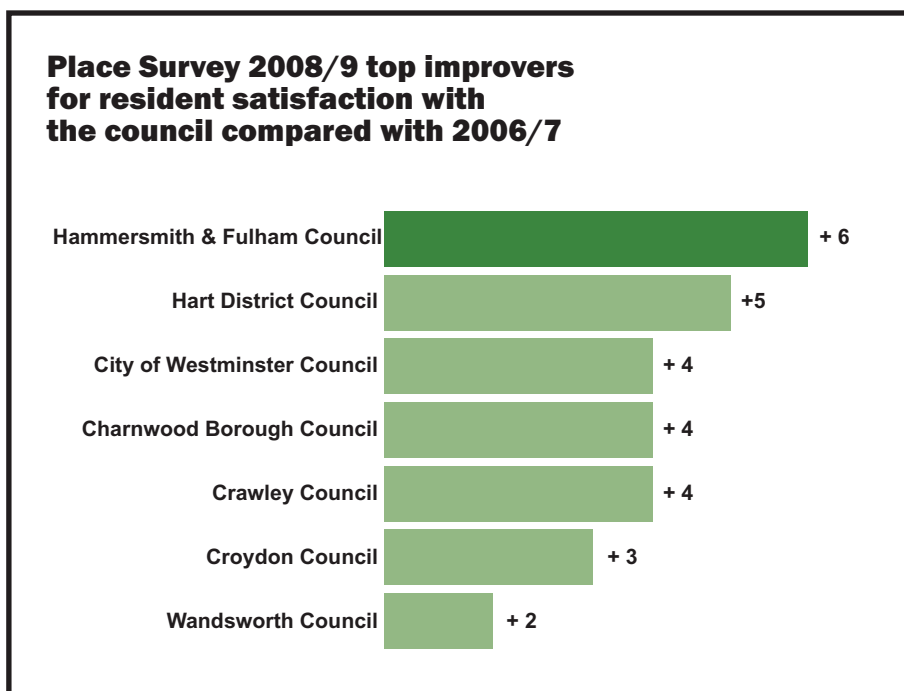
Cllr Stephen Greenhalgh
Conservative Group Leader

Impact of the national debt

Borough elections will be held on the same day as the general election, 6 May 2010. The fiscal outlook for the UK which will confront the new incoming government is the bleakest for over half a century since 1945, with the national debt forecast to exceed £1 trillion or over 80% of GDP, possibly even higher. The British state now borrows about £1 for every £4 that it spends.

There will be an absolute necessity for the new government to reverse the reliance on deficit financing to avert a real possibility that the burgeoning debt will a) be unfinancible leading to national bankruptcy and/or b) lead to a destabilizing rise in interest rates which will cripple the UK economy for decades to come. In such a situation, it is likely that virtually all areas of national expenditure will have to be reviewed and efficiencies and reductions sought by proportions which will dwarf those seen in the 1980s. The likelihood is that a new government will also revise the 2010/11 local government settlement (final year of the preceding 3 years settlement on which all financial planning has been assumed) even though that financial year has already commenced. Given the extraordinary bleak national situation, what aspirations and achievements can H&F look to over the coming years?

The strive to achieve value for money and increased efficiency across all departments over the past four years means that H&F is better placed to weather the coming storm than most councils. It is true to say that H&F Council did fix the roof while the sun shone. H&F has also demonstrated that high levels of service and high levels of resident satisfaction are not inextricably linked to high overall spending levels. In the four years which the Council has reduced Council Tax and constrained the growth in spending, resident satisfaction with service levels has shot up and the Council has been promoted by the government’s Audit Commission to the elite division of local authorities designated “4* Improving Strongly” – a premier league to which two neighbouring authorities which coincidentally also happen to levy the two lowest Council tax levels by far in the UK belong, namely Wandsworth and Westminster.



This huge achievement has been recognised when H&F won the most recent accolades of Municipal Journal Political Team of the Year and Local Government Chronicle Council of the Year, which are the premier local government national awards. H&F will remain at the forefront of driving forward the value for money agenda while maximising the efficacy of front line services. There will be continued plans to do more with less money and services will be configured in the most efficient way possible. Where appropriate this will include the joint (or group) provision either with other local authorities or with bodies such as the NHS Primary Care Trust or with the private sector. The culture of continuing commercialisation using the private sector for competitive tendering will remain at the heart of future plans. The aim must be to secure the place of H&F Council as a flagship authority in all it does. A future Conservative council will continue to seek to reduce Council Tax over the coming four years, although it will not do this in an irresponsible manner.

H&F COUNCIL'S RECORD IN THE FIRST CONSERVATIVE TERM

H&F Council had been a Labour council for decades. The last Conservative majority administration was elected in 1968. Labour left the council mired in debt (non housing debt was £169 million) which cost £10 million a year to service. In the last 4 years under the Conservatives £24 million of this debt has been repaid saving £2.9 million in debt interest payments.

H&F is now an ambitious Conservative council that is committed to providing the best possible services for our residents at the lowest possible cost to the council taxpayer. We are proud at having led the way in Britain in cutting council tax by 3% four years in a row whilst improving the council services that matter most to our residents.

Round-the-clock town centre beat policing and CCTV upgrade on estates:

spending £2 million a year round-the-clock beat policing in our town centres. These beat bobbies are cutting town centre crime and twice the number of residents in Shepherds Bush feel that crime and anti-social behaviour is reducing since its introduction. There has also been an additional £1.7 million spent on CCTV upgrades on our estates

Cleaner streets:

introducing same day refuse and recycling collections and ensuring the streets are swept after the bins are emptied. 93% of streets are now cleaned to "Tidy Britain" standard – an 8% rise in just 2 years (5th best score in London).

Better parks:

improving our parks, with 3 green-flag status parks awarded for the first time ever in 2009.

H&F has shown consistently that cutting council tax does not translate to cutting services. We have protected frontline services and continue to protect the vulnerable.

Protecting the vulnerable:

continuing to protect the vulnerable with a higher safety net than the vast majority of councils. 800 people receive home care who would not be eligible in 4 out of 5 other London authorities. Cumulative spending on adult social care has increased by £2.7 million and £3.75 million on vulnerable children in the last three years.

The key policy themes for the first term were:

- Cutting Crime & Anti-social behaviour
- Delivering Value for Money in all areas.
- Developing a Cleaner & Greener borough

In all these areas, the Conservative administration in Hammersmith & Fulham has achieved dramatic progress since 2006.

Cutting Crime & Anti-social behaviour

This year recorded crime has come down in the borough and we are the leading borough in London for burglary reduction. This year's projected fall in crime comes despite an estimated additional 23 million footfall from people

visiting Westfield London – the equivalent of hosting the FA cup final every single day in Shepherds Bush.

The Round the Clock Town Centre Beat Policing pilot initiatives, initially in the Shepherds Bush Green and Fulham Broadway areas but later rolled out to Hammersmith Broadway, have been highly successful. For example, MORI polling shows the number of people who think crime and anti-social behaviour is decreasing in Shepherds Bush has doubled, 20% of people feel the police are more accessible and 59% of residents feel more informed about policing activity in their neighbourhood. There have been colossal increases in the number of offenders arrested for crimes such as drugs and yet there has been no evidence to suggest that the enhanced enforcement has led to crime being displaced to adjacent areas. A tougher approach to low level crime with initiatives such as the borough wide Controlled Drinking Area has led to reductions in anti-social behaviour as have initiatives on our Council Estates aimed at targeting known trouble makers and deterring others by use of CCTV (spent additional c£1.7 million) and mobile monitoring. The CCTV system inherited from Labour in 2006 was one in which nobody monitored the cameras covering the streets and the Council Estate system didn't work at all. There has also been an enormous rise in Neighbourhood Watches. Four years ago there were just six active Neighbourhood Watch schemes in Hammersmith & Fulham. Today there are over 150, covering over 200 streets, involving thousands of residents in the fight against crime.

Developing a Cleaner & Greener borough

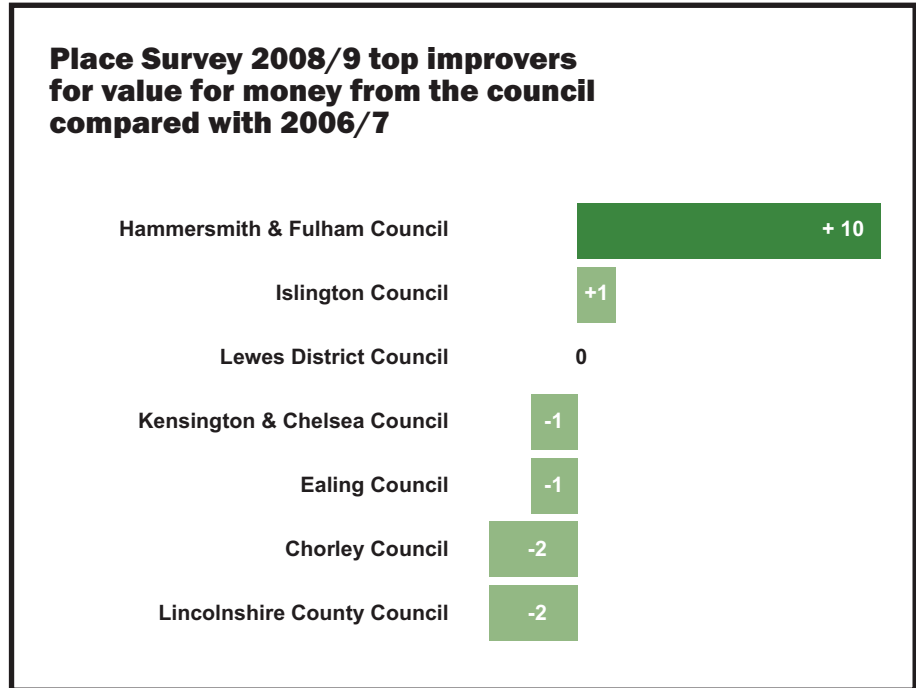
In 2006, Hammersmith & Fulham was characterized as a generally scruffy London borough in terms of the street scene with some nice parks which were shabby and run down. The previous Labour administration realized that the streets were unacceptably scruffy but its only response was to throw money at the problem for which there was no budget in place prior to the last election. While it took a long period to respecify and restructure the refuse, grounds maintenance and street cleaning services, there is no doubt that there have been dramatic improvements in the measured outputs of all of these. Hammersmith & Fulham parks are at the centre of our vision for the borough and are now dramatically better with the recent first ever achievement of three Green Flag awards to demonstrate this. The successful introduction of "single pass" with general refuse and recycling collected together has also led to a massive fall in the presence of sacks of one sort or another (flytipping) on the streets. The cleanliness of our streets has improved markedly. 93% of streets are now cleaned to "Tidy Britain" standard – an 8% rise in just 2 years (5th best score in London) and for the first time in many years our main roads are generally free of the scourge of sacks and debris. On the transport front, two brand new rail stations (Shepherds Bush and Imperial Wharf) have just been opened on the west London Line and an entirely new tube station on the Hammersmith & City Line at Wood Lane plus the completion of a new bus station at Westfield. All these public transport improvement projects have improved the north south connectivity in the borough.

Delivering Value for Money in all areas

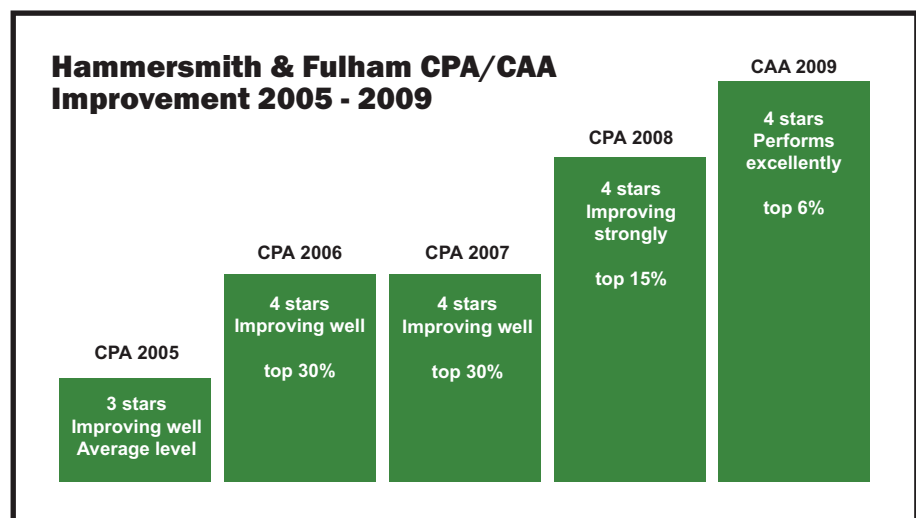
Council Tax has been reduced by 3% annually for four years running and the levels of Council Tax levied are now at the same sort of levels as at the start of the previous Labour administration in 2002. In 2006/07, Hammersmith & Fulham rated 363rd out of 387 UK local authorities in value for money rating

amongst its residents. In 2008/09 this had risen dramatically to 10th out of the now 353 authorities. In the 2008/09 place survey alone a +10% rise in value for money was recorded. These staggering figures speak for themselves but it should be stressed that the reduction of Council Tax has been achieved without reducing quality of services.

Overall satisfaction has also risen from 203rd in 2006/07 to 9th out of 353 local authorities. In short Hammersmith & Fulham after 4 years of Conservative administration is now a Council which has demonstrated that it can provide better value for taxpayers' money year on year.



The continued improvement in the external assessments of the services provided by the Council have been equally dramatic rising from 3 stars (average) in the 2005 CPA assessment conducted by the Audit Commission to 4 stars 'improving well' (top 30% of councils) in 2006, to 4 stars 'improving strongly' (top 15% of councils) in 2008 to the new 4 grade 'performs excellently' (top 6% of councils) in the 2009 CAA.



As a result of the reductions in taxation coupled with dramatic rises in both resident satisfaction and assessments of services by the Audit Commission, Hammersmith & Fulham is now seen as a high profile, high achieving council and is thus now at a position where it can engage with its peers (e.g. Wandsworth and Westminster) and influence the debate on the future of local service delivery in the country.

WHAT A CONSERVATIVE ADMINISTRATION 2010 - 2014 WILL MEAN

We are committed to securing further progress in the three key policies areas which were highlighted in the 2006 manifesto, namely:

Cutting Crime & Anti-social behaviour

We will continue with Round the Clock Town Centre Beat Policing initiatives, continue to roll out Neighbourhood Watches and the programme to implement more CCTV on Council Estates. The decision to concentrate on town centres has proved to be correct in that these are the parts of our borough which have concentrations of drug related activities, street drinking and anti social behaviour. Conservatives therefore make no apology for concentrating the war on crime on the town centres and reject the view of Labour councillors who advocate that such policing is a “waste of time”. The government’s ill thought out Licensing Act has had many adverse consequences for residents who live close to areas with high concentrations of licensed premises. We will look to replicate the introduction of enhanced restrictions on licensed premises in Fulham Broadway to the Hammersmith and Shepherds Bush town centres and we will continue to step up enforcement of the ban on street drinking. The Conservative Administration is determined to do everything possible to ensure that we deliver Safer Neighbourhoods for our residents to live in but we are aware however that this requires a strong and productive working relationship with the local Police. We will pay particular attention to tracking the opinions of how safe our borough’s residents feel with a view to measuring the overall efficacy of crime & disorder reduction policies.

Delivering a Cleaner & Greener Borough

We will build on the successes of the first term and will not let up on the drive to improve the environment of the borough and the quality of life of citizens. The aim is to be one of the top three borough’s in London on a broad range of metrics:-

Street scene: We will concentrate on the fabric of our streets and the design and quality of street furniture such as railings, benches, litter bins, signs and street name signs.

Street lighting: We will continue to roll out the new energy efficient white street lights as replacements for the aging decrepit concrete posts.

Waste collection: We will continue with Single Pass at a minimum of a once weekly service and will maintain the recent enhancement of the recycling service for the parts of the borough which receive twice weekly refuse collections.

Trade refuse collection: We will improve the provision of trade waste services and seek to reduce further the clutter of sacks presented for collection on our main roads.

Recycling: The drive to increase the rate of recycling will continue as will the emphasis on home composting.

Parks: We will continue to support capital programmes to improve parks with Bishops (recently along with Fulham Palace awarded a Heritage Lottery Grant), Ravenscourt, South and Wormholt Parks being particular priorities for the second term. The programme to improve Shepherds Bush Common and make it a fitting gateway to the borough will also be completed.

Improving north south links: Future successful regeneration of the

borough depends on improving the generally poor north south connectivity of the borough. Public transport has been improved with the 2 new rail stations and a new underground station but the road network remains prone to over chronic congestion. We will therefore continue to make the case for improvements at critical junctions such as with the Hammersmith Gyrotory (completion due late 2010).

Congestion Charge Western Extension: The extension of the Congestion Charge Zone westwards has been a lamentable failure and significant volumes of traffic have been displaced into Hammersmith & Fulham which has had an adverse impact on the quality of life of our borough. We will continue to make the case for the scrapping of this failed policy.

District Line improvements: We will continue to press for the early completion of the planned improvements to the Wimbledon branch of the District Line which is currently one of the most congested sections of line.

Crossrail: We will campaign for a Crossrail station and High Speed train interchange at Old Oak which would connect with the West London Line.

Planning: We will continue to make planning policies more effective and appropriate to the general regeneration needs of the borough. We will (as proposed) set up a design panel to review and suggest improvements to the design of major planning proposals at an early stage. We will ensure that new developments don't overwhelm an area (e.g. Fulham riverside) and that entire areas are regenerated.

Heathrow expansion: We remain opposed to the planned third runway at Heathrow and welcome the recent decision by the High Court that the government's consultation on this was flawed. We are committed instead to see better use of high speed rail, a better organized and run Heathrow and serious consideration given to the proposal to locate London's future major airport in the Thames estuary.

Parking: We will consult on the introduction of Smart Match Day parking arrangements in the Fulham area.

Thames Tideway Sewer: We remain of the opinion that this project is ill-conceived and will bring few net environmental benefits for the expenditure of an as yet unquantifiable sum of money which will have to be paid for through water bills. The Super Sewer will not contribute to reducing the serious problem of sewer flooding of properties in the borough and the construction will create a decade of turmoil along the river. We believe that alternative solutions exist to ameliorating the problem of discharge of sewage (albeit in dilute form) into the river but that these would require a long term plan of changes.

Riverside: We continue to support the myriad of initiatives which have led to an improving environment along the river which has benefited borough residents.

Delivering Value for Money in all areas

We believe that the continued reduction of Council Tax is the key objective although we will never increase indebtedness or borrow recklessly to achieve such reductions. We will also not increase Council Tax under any circumstances.

Our intentions are to:-

- Hold Council Tax at current levels for the following two years followed by renewed reductions of at least 3% per annum. These targets should be seen as a minimum and it is hoped that they could be bettered should conditions allow.
- Reduce indebtedness further by way of asset sales of at least £20 million over the coming years as the markets generally improve. Good progress has been made since 2006 in reducing overall debt by £24 million.
- Deliver the Civic Regeneration Project which will provide a new lower cost hub for the Council's operations.

The future improvements in efficiency of service delivery which will allow the Council tax to be continued to be reduced will inter alia come from:-

- The integration of public services (and the providers) such as those currently provided by the Council and the Primary Care Trust. There is existing considerable overlap in service provision and administration which can be rendered much more efficient through joint programmes for example in local Community Care and the National Health Service. The recent decision to share the managing director of Hammersmith & Fulham Council with the H&F local NHS Primary Care Trust is only the first step to delivering the sort of general integration which will be required to achieve savings.
- Support localisation and integration pilots of services such as Job Centre Plus and Youth Justice and Offender activities which are currently provided by central government.
- Active asset management: The Council will continue to reduce its requirement for property by better use of its premises and disposing of any that are surplus to future requirements. Introduction of 'smart working' will further reduce the requirement for expensive office space and the council will continue to consolidate civic operations on the Hammersmith hub ahead of the completion of the Civic Accommodation Plan.
- Extension of market testing and competitive savings to drive down costs.
- Continued commercialisation: the Council will use assets to generate returns for taxpayers. This is not a commitment to raise Councils fees and charges excessively (which provide relatively little at c1% of overall gross spend), but rather to continue to generate new income streams such as that from new poster sites.
- Provide transparency on officer and councillor pay and expenses.

In addition to the continuing above three policy priority areas, the Conservative administration is committed to transforming Hammersmith & Fulham into the “Borough of Opportunity”. The main themes are:

Social mobility

Under the Labour government there has been a disturbing decline in social mobility. Someone born into the poorest quarter of society 50 years ago had a greater chance of working their way up to a higher economic group than a young person today. The people at the bottom of our society are being left further and further behind. The Conservative approach to promoting social mobility is not based on crude targets and transfers of cash but on creating a ladder of opportunity so that people can move from dependency to independence.

Over the past years our borough has become more polarised. Some of the wealthiest households in the country are located in Hammersmith & Fulham. The borough ranks fourth highest in London for average house prices. But the borough also has significant areas of deprivation, where people’s lives are blighted by crime, poor environments and low aspirations.

- 27% of people in Hammersmith & Fulham are in poverty vs 17% in England, 18% in London and an inner London average of 20%
- 36% of households received less than £10K per annum gross household income in 2003
- 18% of the working age population is on some form of benefit and a staggering 3725 lone parents are on income support

We want to promote social mobility by combining opportunity and social justice:

- Helping the vast majority to help themselves
- Helping those who need help
- Helping those who help themselves

Our mission is to make Hammersmith & Fulham the “Borough of Opportunity” by:

- Offering schools of choice and excellent state education for the young people
- Creating a housing ladder of opportunity with low cost home ownership at its core
- Regenerating the most deprived parts of the borough with a focus on physical, economic and social renewal.
- Providing support for local business creation to promote entrepreneurship and innovation

Schools of choice

Education plays a key role in the regeneration of our most deprived areas where residents’ access to jobs and opportunities needs to be improved. Some of the highest performing secondary schools in Britain are in Hammersmith & Fulham. These are all voluntary aided church schools: the London Oratory (Roman Catholic boys), Lady Margaret (Church of England girls), Sacred Heart

(Roman Catholic girls) which are all over subscribed. More recently over the past 4 years, H&F community schools have achieved record improvements and 64% of all children now get 5 A* - C GCSEs including English and Maths. H&F is the fourth most improved council nationally in 2009 for 5+ GCSEs including English and Maths. Phoenix High School had the highest contextual value added (CVA) in the country based on progress between Key Stage 2 and 4. The council has also championed the opening a brand new bilingual primary school in partnership with the French lycée in 2010 and building the new Hammersmith Academy secondary school co-sponsored by the Mercers and the IT Company.

We will seek to provide a great education for all making sure that our children and young people reach their full potential. We will:

- continue to support the new planned academy in Hammersmith and increase the proportion of 16 – 19 year olds who stay in full time education
- support independent but state funded schools (Free Schools) if legislation is introduced by a future government
- continue to support Headteachers in the borough
- continue to support the federation of Fulham Cross and Henry Compton schools
- continue to strive for excellence at all our schools
- seek innovative ways to reduce the central educational bureaucracy and give schools more freedom through the joint provision of educational services with neighbouring boroughs
- support the continued development of a bilingual primary school and consider a bi/tri lingual secondary school
- continue to support the Building Schools for the Future programme as well as the Primary Schools Capital Programme
- support and facilitate the expansion of successful schools to meet demand to makes sure as many parents as possible get their first choice of school
- improve the adversarial SEN statementing process and continue to support our high performing special schools to ensure our neediest children get the education they deserve
- continue to strive to provide an excellent library service available to all.

Housing ladder of opportunity

More than one third of households in Hammersmith & Fulham are in social rented housing which is higher than Newham or Haringey and we have relatively low levels of home ownership. We believe that Hammersmith & Fulham will be better off with more people owning their own homes and having a real stake in the community. Being able to own an asset such as a home is central to advancing social mobility and an important foundation for personal security. Research from the Joseph Rowntree Foundation states that half of all households aged under 40 who cannot access a council home cannot afford to buy even the cheapest property in the borough.

Our objective is to increase home ownership so that the number of households

owned outright or with a mortgage increases from 43% to over 50% of all households and to double the number of households in shared ownership. This Conservative council launched H&F Home Buy in the first year of our administration to promote low cost home ownership. More than 70% of our council tenants want to own their own home and 2,853 active members on the council's Low Cost Home Ownership Register who cannot afford to buy. The Conservative council has also boosted development to 772 completions over our 4 year term vs. 150 under Labour. The Council was also selected by DCLG as 1 of 11 Enhanced Housing Options trailblazers to modernise Housing Advice Services and extend to skills and work.

We will:

- continue until the expiry of the current management contract, to improve the performance and management of the Arms Length Housing Organization (ALMO) in order to serve better our tenants and leaseholders, at the end of which the Council will take steps to seek to return the ALMO to being run directly by the Council.
- continue to promote low cost home ownership including via the H&F Home Buy unit
- continue to support development policies which will build for the middle income residents who are under represented in the borough
- continue to focus on promoting shared equity housing and rent to equity schemes such as Notting Hill's Rent Plus
- continue to deliver value for money for Council leaseholders and better clarity over leaseholder bills
- continue to crack down on crime and antisocial behaviour on estates to protect the quality of life of residents
- work to ensure that the Government reduction to the Supporting People grant for sheltered housing wardens has minimal impact on sheltered housing residents and that we continue to provide the services that the wardens currently provide

The levels of rents payable will continue to be determined as per the government's rental setting regime.

Regeneration of the most deprived parts of the borough

In our first term we had to manage the opening of Westfield London in November 2008 - the largest urban shopping centre in Europe. In addition we opened the first new library at Shepherds Bush in 40 years and connected the north and south of H&F by rail for the first time since World War II with the opening of new stations at Shepherds Bush and Imperial Wharf

We now face a number of challenges. The first is that the population growth in the inner city has been predominantly among the young and childless and the general profile in Hammersmith & Fulham is of significant numbers of single households. Notwithstanding this there are higher concentrations of family households on Council estates and yet not enough larger units of accommodation available for these families. There is little doubt that affordability in general is a key issue for all family households leaving boroughs such as Hammersmith & Fulham to seek larger sized accommodation elsewhere. We are not helped by the fact that the average house in the borough is only two and half bedrooms. There is a clear demand for decent

sized family housing that people can afford to buy.

The second challenge is to attract the investment necessary to make regeneration happen. The role of public money can only be to pump prime. This means that councils need to make more creative use of public assets and land.

We will:

- concentrate on regeneration in our three key Opportunity Areas, namely Earls Court, White City and Old Oak.
- ensure that in regeneration areas there is no net reduction in social rented housing provision in terms of habitable rooms
- commit to more larger-sized family social rented homes as the borough has a very high proportion of one and two bedroom homes, which can result in overcrowding.
- allocate housing priority to working households for the maximum possible number of social housing relets

Protecting the vulnerable

A Conservative administration will continue to support the vulnerable in Hammersmith & Fulham. Currently this Conservative Council has a higher safety net than the vast majority of councils. 800 people receive home care who would not be eligible in 4 out of 5 other London authorities. Cumulative spending on adult social care has increased by £2.7 million and £3.75 million on vulnerable children in the last three years.

Hammersmith & Fulham Council is joined at the hip now with its PCT. Last year we integrated the PCT and Council executive teams under one joint Chief Executive and we are in a position for the first time to integrate the PCT's "continuing care" budget where the PCT currently spends £55 million on healthcare in the community and other local health services with the Council's "community care" budget where an additional £72 million is spent currently which accounts for about a third of its net budget. Housing related support expenditure is in addition and the Labour Government is cutting this budget significantly. In H&F the government grant is going down from £14 million down to £11 million. If we can cut the duplication, then the savings should be considerable whilst protecting the frontline.

The Council move to commission an integrated home care and housing related support service for older people is a good first step but the lion's share of the benefit will be achieved when health care services are integrated as well. Our focus on personalisation and early intervention across both health and social care will empower individuals to self manage and direct their own care. We will introduce personalised care planning which emphasises self care, supported by case management to ensure a personalised and preventative approach wherever possible: This approach is in sharp contrast to the current system which is disproportionately focused on the provision of episodic care in hospitals.

In addition we will:

- continue to support the community and voluntary sector while looking for efficient use of premises through community hubs
- continue to provide excellent direct social services support to children

and adults to the best of our ability within the boundaries of central government support

The most powerful measure of the success of a political administration is whether it achieves re-election. A key factor for administrations being successful is that they say clearly what they are going to do and then do it when in power. The Conservative administration which took over Hammersmith & Fulham from a failing Labour one set out its intentions very clearly and has delivered on its promises. This has meant concentrating on a fairly narrow set of objectives despite multiple pressures for actions across a whole set of unrelated policy areas.

Outside of elections, the key metric of how successful a Council is to be found with the resident satisfaction surveys which were referred to in section 3. We will continue to use these to guide us and notwithstanding the enormous rises achieved to date in the position of the borough relative to others, we are committed to securing permanently a position within the top 10 local authorities on every key measure.

Hammersmith & Fulham will also campaign on behalf of its residents in areas where residents have expressed a continuing desire for action usually to stop something adverse happening. Such on going campaigns will include:

- Scrapping the western extension of the Congestion Charge
- Preventing the construction of the Thames Tideway Sewer
- Preventing the construction of the 3rd runway at Heathrow
- Securing action from Thames Water to introduce measures to reduce sewer flooding of basements
- Preventing the closure of local Post Offices
- Stopping any proposed downgrading of the Charing Cross hospital to a local hospital without the key specialist services required to function as a major acute hospital.

Hammersmith & Fulham will continue to seek a position as an opinion former amongst local authorities. As an excellent performing London borough it is recognized that the borough has a role in advising (and warning) future governments as to policy with regard to local government as a whole.

THE MJ
2009
A c h i e v e m e n t A w a r d s

Most Effective Political Team
Achievement of the Year

Winner

London Borough of Hammersmith & Fulham

Delivering a Borough of Opportunity in
Hammersmith & Fulham

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Don't go back.

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is on the right track.

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Report to Council

26 MAY 2010

**Scrutiny
Chairmen**

**OVERVIEW AND SCRUTINY ANNUAL
REPORT 2009/10**

WARDS

All

**Councillors:-
Caroline Ffiske
Andrew Johnson
Donald Johnson
Harry Phibbs
Peter Tobias
Eugenie White**

Summary

This is the twelfth annual report on the scrutiny process in Hammersmith and Fulham. It is also the ninth year of the scrutiny arrangements by the Council under its Local Government Act 2000 Constitution (adopted May 2002).

The attached reports outline the work undertaken by the following six Scrutiny Committees in 2009/10:

- (a) Cleaner and Greener Scrutiny Committee
- (b) Education and Children's Services Scrutiny Committee;
- (c) Health and Adult Social Care Scrutiny Committee;
- (d) Housing Scrutiny Committee;
- (e) Local Neighbourhoods Scrutiny Committee; and
- (f) Value for Money Scrutiny Committee.

CONTRIBUTORS

ADLDS
HCS

RECOMMENDATION:

That the Overview and Scrutiny Annual Report 2009/10 be received.



OVERVIEW AND SCRUTINY ANNUAL REPORT 2009/10

CONTENTS



Fulham Broadway at night

Introduction	3
Role of scrutiny	4
Scrutiny in LBHF	5
Cleaner and greener scrutiny committee	8
Education and children’s services scrutiny committee	10
Health & adult social care scrutiny committee.....	12
Three boroughs.....	15
Pan London joint health scrutiny committee	16
Housing scrutiny committee.....	17
Local Neighbourhoods scrutiny committee	19
Value for money scrutiny committee	21
Membership	25
Contacts.....	26
Acknowledgements.....	27

Welcome to the 2009/10 annual report on the operation of overview and scrutiny in Hammersmith & Fulham.

The following pages set out briefly both the local and national context within which scrutiny operates and review the main activities of each of the council's six scrutiny committees during the course of the last municipal year. We also focus on this authority's contribution to the work of the two pan London joint overview and scrutiny committees, which has been reviewing proposals for major reconfigurations in the capital's healthcare services, and the informal 'three boroughs' joint working arrangements with the Westminster and Kensington and Chelsea Health Scrutiny Chairmen.

The report also briefly looks forward to 2010/11 and proposals for the introduction of a streamlined scrutiny structure. The changes are designed to increase member capacity and promote new, more flexible methods of working, including greater use of in depth evidence based reviews of individual topics. This is expected to further enhance the scrutiny function's ability to make a positive contribution to the development and review of policy and services and, at the same time, strengthen its engagement with residents, service users and the council's partner organisations.

We hope that you find the content interesting and informative and welcome your comments and suggestions for improvements.



Council Tax campaign



THE ROLE OF OVERVIEW AND SCRUTINY

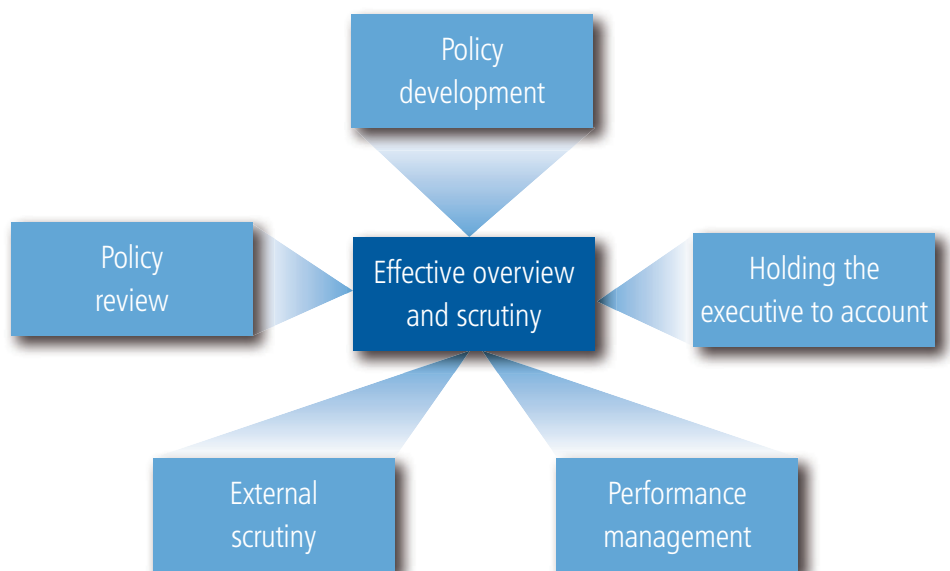


At a festival

THE ROLE OF OVERVIEW AND SCRUTINY

The concept of scrutiny in local authorities was formally introduced by the Local Government Act 2000 in order to balance the establishment of structures which placed executive power in the hands of either an elected Mayor or Leader and a small Cabinet authorised to make decisions both individually and collectively. Scrutiny is, however, about much more than merely holding the executive to account. It provides an opportunity for non executive councillors to bring their own independent expertise to bear on strategy and policy issues, and to work constructively with the executive, local people, community organisations, partner agencies, service users and other customers to develop evidence based recommendations which improve policies and provide effective and responsive services. Increasingly, scrutiny is focusing not just on the work of the council, but all areas of public service which touch the lives of the local community.

Five core roles can be readily identified;



This is, however, far from exhaustive. Scrutiny has a wide ranging remit and can also have an important role to play in engaging the public with the decision making process, ensuring corporate priorities are met, providing satisfying and meaningful roles for non-executive councillors, revising the constitution and undertaking area based reviews.

The Centre for Public Scrutiny has identified four key principles that underpin effective scrutiny;

- Effective scrutiny should be a 'critical friend' to executives, external authorities and agencies. It should challenge policy development and decision making in a robust, constructive and purposeful way while developing a partnership with external agencies and authorities.
- Effective scrutiny should reflect the voice and concerns of the public and its communities. It should ensure an ongoing dialogue with the public and diverse communities where the public voice is heard and responded to. It should have open and transparent processes with public access to information.
- Effective scrutiny should take the lead and own the scrutiny process on behalf of the public. It should be independent from the executive, legitimated by the council and should have adequate public representation and political balance that is representative of the current political groups involved.
- Effective scrutiny should make an impact on the delivery of public services. It should promote community well-being and improve the quality of life, providing co-ordinated and strategic reviews of policy and service performance in line with strategic objectives.

SCRUTINY IN HAMMERSMITH AND FULHAM

The scrutiny function at Hammersmith & Fulham has been undertaken in recent years by six scrutiny committees with cross cutting remits designed to reflect the council's key priorities and objectives. Each of the committees comprises of 9 elected non executive Members. Some committees also co-opt unelected members who can bring a particular expertise or direct knowledge of the service user perspective to assist with their work. Co-optees are usually non voting, although the parent governor and diocesan representatives on the education and children's services scrutiny committee are entitled to vote on education matters.

Meetings are normally held six times per year. The scrutiny committees are empowered to hold inquiries and investigate the available options for future direction in policy development and may appoint advisers and expert witnesses to assist them in this process. They may undertake site visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations. They may ask witnesses to attend to address them on any matter under consideration. The leader, cabinet members and senior officers are under a duty to comply with any request to attend. Reports and recommendations on proposals may be submitted for consideration to the cabinet or council who are obliged to respond, normally within eight weeks.

The committees are normally open to the press and public (although occasionally it may be necessary to meet in private session when dealing with certain confidential information) and members of the public may speak at meetings at the discretion of the chairman. Deputations signed by at least 10 registered electors of the borough may be presented directly to the committees.

SCRUTINY IN HAMMERSMITH & FULHAM



Hammersmith house boats

Performance review and monitoring of council services and functions is at the heart of local scrutiny activity with particular emphasis on examination of the annual budget papers in accordance with the council's emphasis on the delivery of high quality value for money services. All departmental business plans and key PI's are submitted to the relevant scrutiny committees for review which ensures that scrutiny is well placed to contribute to the strategic business planning and performance management processes.

Each committee receives the forward plan (a rolling list of key decisions which the Cabinet is planning to take in the coming four months) at every meeting which assists in the development of work programmes and the identification of forthcoming key executive decisions deserving closer scrutiny and input. At the stage where the cabinet makes firm proposals and a provisional decision the scrutiny committees have powers to call in the decision for review and request the original decision maker to reconsider. Action to implement the decision is suspended during this process. Accountability is further enhanced by the attendance of the relevant cabinet member and senior officers from the appropriate service department – often at director level - at most scrutiny meetings to report on activity and answer questions as they arise. Scrutiny committees also have a wider role in policy development, originating topics of interest and feeding views back to the cabinet and individual cabinet members, officers, external partners and service providers.



FUTURE DEVELOPMENTS

As part of a review of governance arrangements proposals have been developed to modify the scrutiny committee system with effect from the 2010/11 municipal year.

Subject to approval at the annual meeting of the council in May 2010, the six existing scrutiny committees whose activities are recorded in this report are due to be replaced by three select committees sitting underneath a coordinating scrutiny board charged with oversight of corporate policy, scrutiny of key partnerships and development of the scrutiny function.

The functions and powers of the new select committees will remain largely unchanged. The streamlined structure, however, is designed to enhance the capacity of elected members by enabling them, amongst other things, to concentrate on more in depth scrutiny work outside of formal meetings, including time limited task and finish groups established to undertake detailed examination of specific topics, and other related activities such as site visits and training and development. These changes in working practices, in particular the introduction of task and finish groups and greater use of one off 'spotlight' sessions in which an entire meeting is devoted to consideration of a single issue, are expected to enhance the scrutiny function's ability to exercise oversight and help drive improvements in services and policies through the development of informed evidence based recommendations. Greater interaction with partners and service users in the evidence gathering process will also help scrutiny fulfil its remit to promote engagement with the local community. The existence of the scrutiny board should help link the work of the select committee, identifying gaps and avoiding duplication.

If the proposals are agreed officer resources will be refocused in order to ensure that the new arrangements are appropriately supported.

FUTURE DEVELOPMENTS



Fulham Palace exterior

CLEANER AND GREENER SCRUTINY COMMITTEE



Councillor Eugenie White
CHAIRMAN

WHAT WE DO

The cleaner and greener scrutiny committee has a remit to scrutinise any aspect of policy and provision related to the local environment and economy, including pursuing the highest standards in the street scene and parks and open spaces, recycling and environmental sustainability and transport.

OUR ACTIVITIES IN 2009/10

During 2009/10, in five scheduled meetings and one additionally hosted meeting the committee reviewed and commented upon services and policies across a range of its responsibilities. Members examined externally provided services, inviting Thames Water and Transport for London to attend the committee, looked at council provided services, reviewed reports ahead of cabinet approval and scrutinised areas of the council's core business including budgets and the departmental business plans of the residents services and environment departments.

A public meeting was hosted by the committee in September 2009, to which representatives from Thames Water were invited to explain their plans to minimise basement flooding in the borough. The fact that approximately 60 residents attended indicates that flooding continues to be a significant concern locally, and with this in mind, the meeting provided a useful forum for discussion and debate. A number of recommendations were put forward on the need for improved communication with residents on this issue and these were subsequently endorsed by the cleaner and greener scrutiny committee.

Over the past year, the cleaner and greener scrutiny committee has been at the forefront of efforts to introduce customer focused performance indicators for scrutiny monitoring. Cleaner and greener has now agreed a set of performance indicators covering areas ranging from recycling to noise nuisance. These indicators will be reported to the committee on a quarterly basis as part of the work programme, and annually at the June meeting each year. This will enable the committee to identify possible areas of concern and commission reports accordingly. It is also hoped that work undertaken by cleaner and greener will provide a useful template to introduce performance indicators for the other scrutiny committees next year.

Coincident with the council's submission to the 10 year update of the Mayor of London's Transport Policy, a representative of Transport for London attended the January 2010 meeting to address pressing issues of concern to local residents. Most recommendations made were in addition to endorsing the officers' report to the mayors office.

The committee welcomed a report on the introduction of the London Permit Scheme which requires utility companies to apply for a permit from the Council before they can carry out road works in the borough. It is hoped that this will lead to a more coordinated and tightly managed approach to major utility works thus reducing the disruptive impact to local residents and, by association, to local and through traffic in the borough.

The committee was advised upon a future review of the cemeteries service, which will need to address the burial site capacity constraint of only 20 years supply. In addition, cemeteries are an important component of outdoor space in the borough due to minimal per capita outdoors space provision, as well as having an important cultural and historic context. Delays in forthcoming national legislation have prevented the outcome of the review being finalised but it is expected to be brought to committee in 2010/11.

In November there was an item on the outcome of a recent litter bin review, which had identified the need for a rationalisation of both the number and design of bins in the borough. The committee recommended that all councillors should be provided with mapping of bins in their ward so that they can comment on the suitability of current sites.

Following the unusually heavy snow falls and associated disruption in February 2009, the Winter Maintenance Service was reviewed by the committee ahead of the 2009/10 winter. The committee learnt of the internal adjustments that the council had made as a result of departmental restructuring, and the outsourcing of grounds maintenance, and rubbish collection and street cleaning contracts. One of the key successes highlighted was the level of cooperation between Hammersmith & Fulham and the Royal Borough of Kensington and Chelsea during the poor weather, an arrangement that has since been formalised for future years. Whilst acknowledged to have been an issue nationally, the committee also called for the authority to ensure that adequate salt levels are in future maintained.

Discussion on current parking projects at the September meeting led to an agreement with officers that councillors will be consulted on the extension of any parking bays in their ward.

During the course of the year, the committee has also scrutinised a number of other issues of importance, including the Local Development Framework: Core Strategy Consultation, the Carbon Management Plan, the borough's pedestrian environment, departmental business plans and budgets, and the SERCO contract after its first year of operation.

The chairman of the committee would like to extend her gratitude to its members for the time they devoted to the careful consideration and scrutiny of issues of concern to the borough's residents.



Greenfest

EDUCATION & CHILDREN'S SERVICES SCRUTINY COMMITTEE



Councillor Donald Johnson
CHAIRMAN

WHAT WE DO

The committee is responsible for scrutinising any aspect of policy and provision related to education in the borough and the education budget as well as scrutiny of children's services relating to education and social services. It also has lead responsibility for scrutinising the cabinet member for children's services.

OUR ACTIVITIES IN 2009/10

The committee met six times during the course of the year, with a full work programme reviewing a broad range of topics. Child protection was at the heart of the committee's activities in view not only of the continued national concern about the emerging issues from the tragic case of Baby Peter, but also last year's recommendation by the committee to revisit the topic. Two meetings were therefore dedicated exclusively to the topic.

At the first of these meetings, in June, the committee examined the current position of child protection in the borough, looked at the proposals to the changes to the Children's Trust Board and Local Safeguarding Children's Board and was updated on the Common Assessment Framework. A whole range of issues were discussed, such as the workload of the social workers, training and retention of the staff and the stress experienced with child protection work. As a result of this discussion the committee decided to invite a number of social workers to the September meeting so it could hear first hand of what it was like in a "day in the life" of a social worker. Representatives from the different teams in the complex needs division attended and gave a presentation, speaking on the range of services for children and families they were involved with, from the first point of contact with the contact and assessment team through to the family support and child protection team, adolescent services and the looked after children team. They spoke on the challenges they faced in their every day work and explained the processes from when a referral was made.

An update report on child protection was also considered at the September meeting, which reported on the borough's position following from the previous committee update. After a lengthy discussion on these agenda items, the committee made a number of recommendations, including that the number of case loads for social workers should be examined. In response to concerns about the sharing of travel cards when social workers had to travel to visit their clients, the committee also recommended that this be looked into so that they had access to travel cards where needed. Action from these recommendations resulted in the committee being informed that the social work task force had carried out an exercise on the workload for social workers in the country and it was revealed that Hammersmith & Fulham's workload was average and Page 77 many other authorities at the moment. Additional

resources had been put in place to help this issue and the workload had been and was kept under review. In respect of the sharing of travel cards, the committee were updated that all service managers had been told that oyster cards should be made available for staff if needed. The committee suggested that it visited the social workers at a later date to see if the concerns raised had been addressed, and it would look into the possibility of arranging a visit to the social workers in their work place.

Other reports considered by the committee this year on the child protection theme included a report on the Integrated Children's System (a government recording and information system introduced in 2007, to enable local authorities to manage children's social care cases), a report on the Serious Case Review (SCR) into the death of Baby J, and a report on the increased demand for child protection services following the Baby Peter case.

This year saw the committee considering the review of the Children and Young People's Plan (CYPP) 2008-2011. The last time the committee looked at the CYPP it recommended that when it looked at it next the borough's UK Youth Parliament members be invited to the meeting to discuss the plan. As a result the two newly elected UK Youth Parliament representatives were invited to the March meeting to give feedback on a session they led on with the Borough Youth Forum on how they wanted to be involved in the development of the CYPP in the future. The committee thanked the young people for attending to give such an insight on how they could be involved in the CYPP. This meeting was kindly hosted by Sacred Heart High School.

The November meeting focused on the schools that had recently received an Ofsted inspections visit. The headteachers and Chairs of Governors of the eight schools were invited to the meeting to discuss their school's report. The meeting gave the schools a chance to meet the committee and to answer any questions about their inspection. It also gave the schools an opportunity to give feedback to the council on how it could improve its service to the schools and a chance to exchange ideas and best practice. A programme of visits to the schools was arranged before the meeting to give the members of the committee an opportunity to see the school in action. The committee congratulated the schools on receiving either a "good" or "outstanding" rating score. The progress report of the Development of Estate Sports report was considered at the December meeting, which was a follow up to the Sport and Physical Activity Strategy Review of the Year 2006/07 that was presented to the committee at its meeting held on 11 June 2007, where the committee had recommended that there be a kick start to a programme of estate sports. Shortly after the 2006/07 review was considered, the responsibility for sport was relocated from children's services to residents services as part of the wider council improvement programme. The current report highlighted the large amount of activity that was taking place in the borough. As requested by the chairman, a chart was circulated to the committee showing how the different sports initiatives and organisations interlinked. After a discussion on a number of activities that the committee had not heard about, the committee made a recommendation that the estate based sports sub-group, which had been set up to discuss how estate based sports could be improved, be requested to look into improving communications, so that residents knew about the events available and that a communication strategy briefing be prepared to set out the objectives for estate sports. During the year the committee also received reports on the Revenue Budget and Council Tax 2010-2011, School Performance 2009 and the Children's Services Business Plan.



Healthy Schools, Fulham

HEALTH AND ADULT SOCIAL CARE SCRUTINY COMMITTEE



Councillor Peter Tobias
CHAIRMAN

WHAT WE DO

This committee's remit is to scrutinise any aspect of policy and provision relating to health and adult social care services in the borough; including statutory responsibilities in relation to health and also the voluntary and community sector.

It also has lead responsibility for scrutinising the cabinet member for children's services.

On a more informal basis, the committee, through its chairman, undertook a number of health and social care scrutiny initiatives that spill over into neighbouring boroughs, and also London-wide where issues of mutual concern and interest are proactively considered and discussed with stakeholders, commissioners and providers.

OUR ACTIVITIES IN 2009/2010

In 2009/2010, the committee met on seven occasions to consider and make recommendations on items from its work programme, which it attempts to divide equally between health and adult social care items.

Additionally,

- The chairman continued to attend the informal Joint Three Boroughs meetings (Hammersmith & Fulham, Kensington & Chelsea and Westminster), and other adult social care and health-related meetings within and outside the borough in order to further elevate the committee's scrutiny profile and to ensure aspects of common concern beyond borders were dealt with as efficiently and synergistically as possible.
- On behalf of the eight North West London Health Overview and Scrutiny Committees (OSC), regular meetings were established with the corresponding PCTs, which have now formed the North West London Commissioning Partnership, to undertake strategic commissioning work which spans borough boundaries to commission world class healthcare from acute providers and certain other services.
- The chairman successfully led a bid to the Centre for Public Scrutiny to become one of nine scrutiny development areas as part of the Centre for Public Scrutiny's (CfPS) Reducing Health Inequalities programme. This entails the undertaking of a supported scrutiny review designed to test and develop a resource kit that can be applied across the country to support the scrutiny of health inequality reduction measures. Each successful bid is accompanied by funding and assistance from the CfPS. Our proposal is to look at housing provided through registered social landlords and private landlords in the context of liveability standards as a wider determinant of health.

- Members participated in joint workshops, with colleagues from the other North West London Health Scrutiny Committees, led by an expert advisory team from the CfPS to review NHS Commissioning and The Personalisation Agenda.

A selection of highlights from the committee's busy work programme is given below:

The committee learnt of the Integration of the PCT and the council (now designated NHS Hammersmith & Fulham) at senior management level and the consequent benefits and improvements to services that are being delivered to residents, which include:

- The development of the first stages of the Polysystem model of healthcare. NHS Hammersmith & Fulham has been designated by NHS London as an exemplar for the development of a Polysystem, largely due to the work undertaken with the opening of urgent care centres at Hammersmith and Charing Cross Hospitals.
- A number of early win projects including making GP registration easier; making it easier to quit smoking; and improving child oral health services.
- The establishment of a single service for commissioning children's health and social care services.

The committee will continue to consider whether proposals for additions and/or changes in configuration to health and adult social care represent a substantial variation, and to monitor developments in this rapidly changing service.

The chairman invited colleagues from the health scrutiny committees of Kensington & Chelsea and Westminster to attend the October 2009 meeting, which was held at Imperial College, to jointly scrutinise the consultation on Imperial College Healthcare NHS Trust's application for NHS foundation trust status. Whilst the health scrutiny chairmen were generally supportive of the trust's application, they made a number of recommendations in their joint response to the formal consultation. These recommendations are monitored at the quarterly informal Three boroughs health scrutiny meetings with managing director, Claire Perry and senior staff.

During the year, the Care Quality Commission (CQC) published its highly critical report of the West London Mental Health Trust (WLMHT), following its investigation, which had been triggered by concerns around WLMHT's response to suicide incidents. Jointly with the London Borough of Hounslow Health Scrutiny Panel, members scrutinised the newly appointed trust chairman and chief executive on the actions taken in response to the report, and at a subsequent meeting, again scrutinised senior managers to ensure that significant progress had been made in addressing the Commission's recommendations. The key areas of concern were:

- The processes which had been put in place to provide a safe environment and protect people from harm, and how learning from incidents had been shared and translated into practice and re-enforced through training.
- The measures which were in place to improve staff recruitment and retention, and staff attendance at mandatory training and refresher courses.



Sports coaching



- The actions being taken to involve staff in the operational changes and to embed good governance and a culture of good practise.

In the field of adult social care, the committee scrutinised the adult social care business plan and medium term financial strategy proposals and continued to scrutinise adult social care performance.

The committee was briefed on and considered the programme of work to remodel care and housing-related support for older and disabled people. Members were particularly interested in how the quality of home care would be improved, and the consultation process. In response to the committee's recommendation that the questionnaire in the consultation document was too complicated and should be simplified, the questionnaire was redrafted and sent to all existing service users.

Members' concerns in respect of the quality of home care, were addressed at a subsequent meeting, where there was a single agenda item, 'improving the quality of home care within a changing landscape of personalisation (Supporting Your Choice)', and expert witnesses attended to inform the debate. A number of recommendations were made, and will be reviewed when an update report is brought back to the committee.

The committee received the safeguarding adults committee annual report, and its recommendation that there should be a helpline and the provision in various locations of small cards with this number and the Hammersmith & Fulham website was implemented immediately.

The committee considered a report, which described various aspects of the transition from children's to adults' services for disabled young people from the ages of 13 to 25. A senior manager from HAFAD informed the debate with the organisation's experience of the transition process. Members were particularly concerned about the assessment process and recommended that the disabled children's service considered the self assessment plan developed at Jack Tizzard School.

The committee continued to monitor the work of the Hammersmith & Fulham Local Involvement Network (LINK), a community led network of individuals and third sector groups that will enable people to have a stronger say in how local health and social care services are commissioned and delivered. The chairman has established quarterly meetings with the LINKs steering group to consider how the LINKs and the scrutiny committee can work together strategically and align work programmes. A joint meeting with the Care Quality Commission is being organised.

The committee welcomes the continued attendance at its meetings of Jeff Zitron, chairman, Geoff Alltimes, chief executive, Sarah Whiting, managing director and other senior officers from NHS Hammersmith and Fulham.

JOINT THREE BOROUGH HEALTH SCRUTINY MEETINGS

The chairman of Hammersmith & Fulham's health and adult social care scrutiny committee participates in this informal joint committee with the Chairmen of the Health Scrutiny Committees of Kensington & Chelsea and Westminster to consider issues of mutual concern and interest, and to share knowledge and best scrutiny practice. The meetings are normally attended by at least one external body.

During the year, the health scrutiny chairmen and supporting officers worked collaboratively on the following key issues:

The OSC chairmen agreed to jointly scrutinise and respond to the formal consultation in respect of the Imperial College Healthcare NHS Trust's application for foundation trust status. Whilst generally supportive of the trust's application, they made a number of recommendations in their joint response to the formal consultation.

The OSC chairmen advised the PCTs that there should be informal consultation with all eight North West London Health Scrutiny Committees in respect of specialist neonatal and paediatric surgery services, and organised a review meeting accordingly. The meeting resolved that, subject to ratification by individual health scrutiny committees, formal consultation was not necessary. All eight North West London OSCs subsequently endorsed the recommendations, and Chelsea and Westminster NHS Foundation Trust in collaboration with Great Ormond Street Hospital was selected as the provider of these specialist services.

The committee received and commented on several presentations on the development of the Central London Community Healthcare provider alliance and its application for community foundation trust status.

The Local Involvement Networks (LINKs) hosts attended several meetings to update and receive feedback from the Committee on their work, and specifically collaborative working.

At the last meeting, in April 2010, the Directors of Public Health led a discussion in respect of health inequalities and presented their collaborative work on health inequalities at borough boundaries.

JOINT THREE BOROUGH HEALTH SCRUTINY COMMITTEE



Charing Cross Hospital

PAN LONDON JOINT HEALTH SCRUTINY



Hammersmith Park

PAN LONDON JOINT HEALTH SCRUTINY

The council has played an active role in the joint scrutiny of consultation proposals from NHS London (the capital's strategic health authority) for changes in the way in which health services are delivered, through the formation of two Joint Health Overview and Scrutiny Committees (JHOSC) comprising all 33 London boroughs and a number of London fringe authorities.

The council was represented by Councillor Peter Tobias on both JHOSCs, with Councillors Rory Vaughan, Belinda Donovan and Robert Iggulden attending three meetings on his behalf.

The initial consultation on the principles of Healthcare for London concluded in 2008, to be followed by a second JHOSC to respond to the specific proposals of Healthcare for London 'Shaping Health Services Together – Consultation on Developing New, High-Quality Major Trauma and Stroke Services in London.'

The latter JHOSC met on seven occasions to receive evidence from expert witnesses and on one further occasion to receive the response of the Joint Committee of PCTs (JCPCT) to the JHOSC report on the consultation proposals. The JHOSC's recommendations and comments were taken very seriously by the JCPCT, and they stressed that the JHOSC's contributions had been extremely useful in helping to formulate its own final recommendations. Among the multitude of comments and recommendations, the JHOSC raised two particular concerns:

- that there should be no deterioration in services available during the period of transition as changes were made; and
- that the whole care pathway (rather than just the acute end) should be addressed.

The JCPCTs updated on progress in respect of the four trauma networks, which are to be based around The Royal London Hospital, Kings College Hospital, St. George's Hospital and St. Mary's Hospital (scheduled for 2012) and the plans for rolling out eight Hyper-acute Stroke Units (HASUs) together with their attached networks of Stroke Units (SUs) across London.

The eight HASUs are to be sited at Charing Cross, Kings College, Northwick Park, St. George's, Queens, The Princess Royal University, The Royal London and University College Hospitals. In response to remarks by Councillor Tobias in respect of the potential relocation of the HASU from Charing Cross to St. Mary's Hospital, when the major trauma unit is up and running at St. Mary's Hospital, the JCPCT confirmed the clear intention for the decision-making to be led by local commissioners, with full consultation as part of the process.

WHAT WE DO

The housing scrutiny committee is responsible for scrutinising any aspect of policy and provision relating to housing in the borough and has lead responsibility for scrutinising the cabinet member for housing.

OUR MAIN ACTIVITIES IN 2009/10

The committee met on six occasions over the course of the year, scrutinising the work both of Hammersmith and Fulham Homes (H&F Homes), the arms length management organisation which deals with the day to day management of the housing stock and tenancies, and the council itself in areas such as housing management services, homelessness prevention and home ownership initiatives.

The committee received input from the cabinet member for housing, the director of community services and other senior officers from both the council and H&F Homes and members of the public, as well as several expert witnesses. The committee conducted examinations of the revenue budget proposals and housing revenue account budget strategy as well as the community services department's business plan and reviewed performance against key indicators. It also looked at a wide range of different service areas on an ad hoc basis and some of the highlights of this work are set out below.

Tenant and leaseholder safety formed a central part of the committee's work programme during the course of the year. The committee continued to monitor H&F Homes performance in respect of gas safety appliance checks and, having undertaken a detailed review of the position in the housing stock the previous year, now also examined the gas safety check procedures in place for properties used as temporary accommodation. The committee also reviewed the progress of H&F Homes and the Private Sector Housing Service in taking action to minimise the risk to residents from faulty appliances. It found that both H&F Homes and the council were taking all reasonable steps to mitigate risk, ensuring that those gas appliances for which there was a responsibility were safe and offering assistance to leaseholders, such as access to a competitively priced gas servicing package with a private contractor, even though there was no statutory liability for the appliances. The committee emphasised the importance of communications with leaseholders to raise awareness of the importance of regular gas checks by a registered technician and remind them of their responsibilities as a landlord when sub-letting.

The committee also reviewed the circumstances surrounding the suspected gas explosion at Riverside Gardens in August 2009 and the immediate response by H&F Homes, receiving evidence from the independent safety consultant who had undertaken the technical investigation into the incident. Members were pleased to establish that no fault could be ascribed to H&F Homes for the cause of the explosion and congratulated both officers and the emergency services on their response in the immediate aftermath. The committee did, however, express considerable

HOUSING SCRUTINY COMMITTEE



Councillor Andrew Johnson
CHAIRMAN



Edward Woods Estate

concern at National Grid's lack of cooperation with the independent investigation and emphasised that a clear message needed to be conveyed to tenants that any tampering with gas or electrical equipment after installation, or installation by unqualified persons, could be dangerous both to themselves and others and would not be tolerated.

In the light of the tragic Lakenal House fire in Camberwell the committee also took the opportunity to review the arrangements in place to manage the risk of fire in the Council's housing stock and the activity designed to address fires safety issues in hostels, temporary accommodation and private sector housing. Members took evidence from Steve Lumb, Borough Commander, and Nick Comery, Regulatory Fire Safety Team Leader from the London Fire service as well as the Hammersmith & Fulham Federation of Tenants and Residents Associations (HAFFTRA). The Committee supported the prioritisation measures in place to manage the risk, and the focus on statutory duties, but asked to be kept informed of the rolling programme of fire safety risk assessments on the council's 71 tower blocks.

Members also undertook a detailed examination of the council's powers, policies and performance in respect of nuisance and dangerous dogs on housing estates and considered options for control through tenancy arrangements. The committee benchmarked the council's dog control services against those of comparable neighbouring authorities and heard from a range of witnesses including officers from Wandsworth Council, which had introduced an innovative micro chipping scheme for all dogs in council properties, the Metropolitan Police's Status Dogs Unit and the cabinet member for crime and street scene as well as H&F Homes and community safety officers. The committee recognised that a multi-agency approach had already made considerable progress in response to the growing problem of dangerous dogs but recommended that H&F Homes should give consideration to the possibility of requiring the registration of all dogs in council properties through a chipping scheme.

The committee continued to closely monitor the performance of H&F Homes. Members considered the findings of the Audit Commission inspection of the ALMO undertaken in June 2009, welcoming the assessment of a two star 'good' service with excellent prospects for improvement. The committee also scrutinised changes to the arrangements for caretaking and estate cleaning throughout the council owned housing stock and feedback from Officers and HAFFTRA on the success of the pilot area in North Fulham and South Hammersmith. Close attention was paid throughout the year to the levels of staff sickness absence within H&F Homes and the measures being taken to address long term sickness absence.

The committee also focused on those retained housing services provided by the council. Members reviewed and commented upon the housing options strategy, which set out how the council, in conjunction with public and voluntary sector agencies, intended to identify and provide more housing options and opportunities for those in need of help to find housing, as well as the supplementary strategy to support tenants living in temporary accommodation. The committee also considered and noted the findings of the Local Government Ombudsman concerning a failure to provide a pregnant homeless woman with adequate advice and assistance in 2008, together with details of the subsequent action taken by the council. Finally, the committee also gave consideration to the Mayor of London's vision for housing in the capital as embodied in the draft London Housing Strategy, receiving a presentation from the Head of Housing and Homelessness at the Greater London Authority.

WHAT WE DO

The local neighbourhoods scrutiny committee has a remit to examine any aspect of policy and provision relating to quality of life, including policing, community safety, tackling antisocial behaviour, licensing and gambling, employment, cultural services, registration and adult education.

It also acts as the council's "crime and disorder committee" for the purposes of the Police and Justice Act 2006 and has lead responsibility for scrutinising the cabinet member for crime and street scene. The committee provides an opportunity for local residents to bring forward key concerns regarding their local neighbourhood.

OUR MAIN ACTIVITIES IN 2009/10

In its six meetings during the course of last year, the Committee focused strongly on local issues and neighbourhood amenities. Fulfilling its remit to air key concerns raised by local residents, it considered a number of very localised topics in some depth.

One issue of concern to residents in North End was the long term eyesore of a large, derelict building at 80 North End Road. The committee received and requested update reports from enforcement and legal officers and was able to support the officers in their efforts to resolve the problem. Another area of concern involved the various highways and planning issues arising from the conflicting usage of Carnwath Road by both residents and large commercial vehicles.

LOCAL NEIGHBOURHOODS SCRUTINY COMMITTEE



Councillor Caroline Ffiske
CHAIRMAN



A number of residents representing both residents' organisations and local businesses contributed positively to the discussion. Residents also expressed keen support for the extension of Regulation 7, which prohibits the display of Estate Agents' Boards in certain designated areas.

A very useful exchange of information took place at the meeting in March, when the committee considered the sufficiency of public access to Fulham Pools. Representatives from Virgin Active, which operates the pools on the council's behalf, attended the meeting and heard for themselves the concerns that local people had about the limits on access. A number of recommendations and actions resulted from the meeting and it is likely that many of the issues will now be addressed. Another local amenity to receive scrutiny was the newly installed Playbuilder play equipment in Normand Park, part of a programme to furnish a further 11 sites with the same type of equipment.

Following amendments to the 2006 Police and Justice Act, Local Authorities now have a statutory duty to scrutinise the Crime and Disorder Partnership (CDRP) in their area. The committee heard a presentation on their new powers and on the structure and work of the CDRP, and resolved to hold at least one, dedicated meeting each year in order to scrutinise it.

The committee also reviewed the draft London Safety Plan; the proposed Gambling Policy; the adult learning & skills service's annual report; the adoption of a cumulative impact policy for licensed premises in Fulham; parking projects in the north of the borough and the Regulation of Investigatory Powers Act.



Local area advertising

WHAT WE DO:

The committee's remit is any aspect of the council's strategic policy formulation, corporate budget (setting and monitoring), performance management, human resources, organisational development, residents' services functions and the council's strategic partnerships.

It also has lead responsibility for scrutinising the Leader, the cabinet member for strategy and cabinet member for residents services.

OUR ACTIVITIES IN 2009/2010

In 2009/2010, the committee met on six occasions to consider items from its work programme, which covers a wide remit. A selection of key items examined during the course of the year is provided below:

In June 2009, the committee met at Fulham Palace and had a brief tour of the buildings, during which some of the issues affecting the management of the Palace were highlighted, including a range of marketing initiatives to increase revenue potential consistent with conserving its environment. The initiatives included: marketing of the function rooms to increase bookings; expansion of the café to improve turnover; and negotiations with English Heritage where equipment such as marquees are required for filming in the grounds.

In September 2009, Councillor Edward Lister, Leader, London Borough of Wandsworth attended the meeting to present Wandsworth's value for money initiatives, which included cumulative savings and capital receipts, realised by continuous rationalisation of property portfolios and home sales programmes. Significant savings had been achieved in white collar areas and unacceptable levels of sickness had been addressed.

The Deputy Chief Executive, Local Government Association (LGA) and the Corporate Director, London Councils attended a meeting to report on subscriptions paid to London Councils and the LGA. The LGA promotes the interests of English and Welsh local authorities, lobbying and campaigning on behalf of its members, whilst London Councils, the local government association for the 32 London Boroughs plus the City of London lobbies on behalf of London councils, as well as providing a range of services.

VALUE FOR MONEY SCRUTINY COMMITTEE



Councillor Harry Phibbs
CHAIRMAN



Brass Band, Hammersmith

Revenue budget and council tax

In response to the committee's recommendation, work is ongoing to present the council's budget and departmental financial information in more detail to facilitate greater understanding by members and the public: greater transparency of how taxpayers money is spent; and in a format easier to compare with other local authorities.

Learning and development

The committee received a report on current training activities, including financial data; and future direction of learning and development activity, and made the following recommendations:

- That a culture where there is no presumption of training be developed.
- That there should be no training which is not directly linked to increasing productivity.
- That managers develop the skill sets to measure the link between training and productivity.

The committee also received a report on member development activities, and how member development will be delivered in the future.

Managing sickness absence

This report provided an update on the strategies applied during the current rolling 12 month period to ensure the ongoing effective management of sickness absence. The committee noted that sickness levels had decreased to 8.2 days per employee at the end of August 2009, compared with 9.2 days per employee at the end of September 2008, and requested that comparative data with neighbouring boroughs be included in future reports.

The committee also considered a wide range of shorter 'bite size' reports, which included the following items:

Council owned cemeteries: potential for sale of properties

The committee recommended that officers should give higher priority to the sale of the lodges, which were on the edge of the four cemeteries, in readiness for an improvement in market conditions.

Energy management

This report informed of the energy initiatives to achieve the council's five year target to save 10% of energy use for its top ten buildings. At the instigation of the committee, action was subsequently taken in respect of Sands End Laundry where the outdoor light had been left on for some considerable time.

h&f Direct – A year on

The committee congratulated officers on the successful amalgamation of eight separate services, and endorsed the approach of encouraging residents to undertake more transactions on line.

National survey/media and reputation survey

The committee congratulated officers on the results of the surveys. The National Place had focused on resident perceptions of the area and local public services and the media and reputation survey provided information on resident satisfaction and perceptions, while examining the effectiveness of council communications.

Payment of council tax by direct debit

This report outlined the possible options for encouraging residents to move to payment by direct debit, including the London-wide draw. The committee recommended the option for charging residents for credit card payments.

h&f bridge partnership (hfbp) performance annual report

The committee received the annual report and noted the efficiency savings achieved in the third year of the contract between the council and its strategic partner Agilisys, efficiency savings, and that HFBP was on track to achieve further savings. The committee recommended that:

- That the support of the website at Fulham Palace be discussed with the director of residents' services.
- That the planning system be discussed with the director of Environment.

Trade union facility time: review of arrangements

This report set out the current position in respect of facility time for trade union officials who had formal time off to perform their role. Discussions were currently underway with the unions on a further review of facility time. The committee recommended that consideration be given to either charging trade unions for the collection of subscriptions, or requiring trade unions to collect the subscriptions.

Re-ablement

This report, which outlined how re-ablement could help people remain in their own homes and use resources optimally. The committee was reassured that whilst re-ablement will bring about service improvements and efficiency savings, re-ablement officers do not work to financial targets, and would refer an individual who would not achieve independence to another service.



Local restaurant



Shepherd's Bush at night

Grounds maintenance contract

This report provided an update on the grounds maintenance contract with Quadron Services, which had been operating since May 2008, and the opportunities for exploring new ways to cut costs further. The services had been market tested, and had resulted in savings of £141,000 per annum for the Council. Additionally, the specification was of a much higher quality than the specification which had been in place for the council's direct service organisation.

Audit commission report on schools budgets

The committee received a presentation on the Audit Commission report 'Valuable Lessons Improving Efficiency in Schools', highlighting the favourable performance of Hammersmith & Fulham against the key findings.

Health and safety management

This report outlined the council's arrangements for managing health and safety and the checks in place to ensure that spending was proportionate in terms of meeting statutory requirements. The policy was based on sensible risk management and would be supported by departmental policies.

Events and activities in Hammersmith & Fulham council venues

This report set out the type and level of activity and the revenue generated at Hammersmith & Fulham Council venues.

Public lavatories

The committee received a report in respect of the public conveniences in the borough, and on the London Borough of Richmond scheme for public use of toilets in local businesses, and recommended that:

1. The option of providing a scheme similar to the London Borough of Richmond be considered.
2. The contract for advertising on Automatic Public Conveniences (APCs) be re-negotiated.
3. The charge for the APC on Shepherd's Bush Green be re-considered.

SCRUTINY COMMITTEE MEMBERSHIP 2009/10

Cleaner and greener

Councillors Eugenie White (chairman), Wesley Harcourt (vice-chairman), Gill Dickenson, Belinda Donovan, Gavin Donovan, Rachel Ford, Lisa Homan, Jane Law, Alexandra Robson

Education and children's services

Councillors Donald Johnson (chairman)(Councillor Helen Binmore until October 2009), Reg McLaughlin (vice-chairman), Helen Binmore, Oliver Craig (Councillor Sarah Gore until October 2009), Gill Dickenson, Lisa Nandy, Harry Phibbs, Minnie Scott Russell, Alexandra Robson

Co-opted members (voting):

London Diocesan Board of Schools representative – Mrs Eleanor Allen
Westminster Diocese Education Service – to be nominated
Mrs Fiona Cook – parent governor representative
Mrs Sue Fennimore – parent governor representative

Co-opted member (non-voting)

Mr Michael Pettavel - head teacher representative

Health and adult social care

Councillors Peter Tobias (chairman), Rory Vaughan (vice-chairman), Belinda Donovan, Caroline Ffiske, Robert Iggulden, Reg McLaughlin, Dame Sally Powell, Minnie Scott-Russell, Eugenie White

Co-optees members (non-voting):

Maria Brenton - Hammersmith and Fulham Action on Disability (HAFAD)
Martin Laws
Pauline Hutchison
Patrick Ryan - Hestia Housing and Support

Housing

Councillors Andrew Johnson (chairman), Lisa Nandy (vice-chairman), Adronie Alford, Jean Campbell, Michael Cartwright, Gavin Donovan, Lucy Gugen, Robert Iggulden, Harry Phibbs

Local neighbourhoods

Councillors Caroline Ffiske (chairman), Lisa Homan (vice-chairman), Adronie Alford, Aidan Burley, Jean Campbell, Steve Hamilton, Jane Law, Ed Owen, Peter Tobias

Value for money

Councillors Harry Phibbs (chairman), Stephen Cowan (vice-chairman), Victoria Brocklebank-Fowler, Rachel Ford, Steve Hamilton, Donald Johnson, Ali de Lisle, Mercy Umeh, Rory Vaughan

SCRUTINY COMMITTEE MEMBERSHIP 2009/2010



Council officer with resident

CONTACTS



Hammersmith Bridge

CONTACTS

We would welcome your comments on this report. We would also be pleased to answer any questions that you may have about the scrutiny function at Hammersmith & Fulham or to receive suggestions for improvement in the way we work and ideas for service area reviews.

Please contact Gary Marson, principal committee coordinator

Tel: 020 8753 2278, email: gary.marson@lbhf.gov.uk

Our postal address is

Councillors Services
Room 203
Hammersmith Town Hall
King Street
Hammersmith
W6 9JU

Specific contacts for each of the committees are set out below;

Cleaner and greener; Gary Marson, details as above

Education and children's services; Laura Campbell
Tel: 020 8753 2062, email: laura.campbell@lbhf.gov.uk

Health & adult social care; Sue Perrin
Tel: 020 8753 2094, email: sue.perrin@lbhf.gov.uk

Housing; Gary Marson, details as above

Local neighbourhoods; Gary Marson, details as above

Value for money; Sue Perrin, details as above

AGENDA SUBSCRIPTIONS

If you would like to keep up to date with the work of any of the scrutiny committees we will be pleased to provide you with an email notification alert and web link to the agenda as soon as it is published. To subscribe visit the following section of the website:

www.lbhf.gov.uk/Directory/Council_and_Democracy/Committee_reports_minutes_and_agendas/Committee_meetings/Subscribe_to_Committee_e_alerts.asp

MORE INFORMATION

More information about overview and scrutiny at Hammersmith & Fulham can be found at www.lbhf.gov.uk/CouncilandDemocracy

ACKNOWLEDGMENTS

We extend our thanks to the following external guests and expert witnesses who have given evidence to Scrutiny Committees during the course of 2009/10.

Health and adult social care scrutiny Committee

Bryan Naylor, Chairman,
H&F LINK and Older People's Consultative Forum
Jill Hampton, Hammersmith United Charities
Mahdi Nezami, Service User
Wendy Perez, Service User
Jane Wilmott, Chair of HAFAD
Libby Eastly and Trevor Gates, Care UK
Bernadette Walsh, Supporta
Councillor Christopher Buckmaster,
Royal Borough of Kensington & Chelsea
Councillor Dr Iain Hanham,
Royal Borough of Kensington & Chelsea
Councillor Jan Prendergast, City of Westminster
Councillor John Howliston,
London Borough of Hounslow
Rea Mattocks, Co-opted Member,
London Borough of Hounslow
Richard Day,
Deputy Director/Youth Services Manager, HAFAD
Michael Scott,
Chief Executive, NW London Commissioning Partnership
Ian Kent, Deputy Chief Executive,
Helen Mangan & Dr Mike Phelan,
West London Mental Health Trust
Local Involvement Network
Various members and the co-ordinator
Imperial College Healthcare NHS Trust;
Lord Tugendhat - Chairman of the Trust
Professor Stephen Smith - Chief Executive
Claire Perry - Managing Director
Tony Graff - Chief Financial Officer
Professor David Taube - Medical Director, Clinical Services
Dr Gill Gaskin - Director, Medicine Clinical Practice Group
Anne Mottram - Director of Clinical Governance

Housing scrutiny committee;

David Cowie, Managing Director, Belvedere Safety Limited
Steve Lumb, Borough Commander, London Fire Brigade
Nick Comery, Regulatory Fire Services Team Leader,
London Fire Brigade
Kevin Veness, HAFFTRA
Alan Benson, Head of Housing & Homelessness,
Greater London Authority
Mark Callis, Head of Dog Control Unit,
Wandsworth Borough Council
Ian Stewart, Head of Estate Management Services, Wandsworth
Borough Council
Sergant Ian McParland, Metropolitan Police Status Dogs Unit

Value for money scrutiny committee;

Councillor Edward Lister,
Leader London Borough of Wandsworth
Alan Titheridge,
Partnership Director, H&F Bridge Partnership
Jo Miller, Deputy Chief Executive,
Local Government Association
Dick Sorabji, Corporate Director, Services, London Councils

Education and childrens services scrutiny committee;

Mrs Laura Lund, Headteacher, Brackenbury Primary School
Mr Chris Allen, Chair of Governors,
Brackenbury Primary School
Miss Sally Coates, Headteacher, Burlington Danes Academy
Ms Cathy Welsh, Headteacher, Jack Tizard School
Ms Claire Shields,
Chairwoman of Governors, Jack Tizard School
Ms Sarah Melman, Deputy Headteacher, Jack Tizard School
Mr Calum Fairley,
Headteacher, Lena Gardens Primary School
Ms Susan Jeffreys,
Chair of Governors, Lena Gardens Primary School
Ms Cathy Doogan, Headteacher,
The Good Shepherd Catholic Primary School
Mr David McFadden,
Headteacher, The London Oratory School
Julia Simmons and Naomi Krietman
UK Youth Parliament, H&F Representatives

Cleaner & greener scrutiny committee

Will Sachiti, Clever Bins
Alex Williams,
Head of Borough Partnerships, Transport for London
Frances Ward, OfWAT
Andy Slaughter MP
Thames Water;
Bob Collington, Director, Wastewater Services
Peter Antolik, Director, Strategy & Regulation
Mel Karam, Asset Management Director
Victor Freaney, Head of Stakeholder Engagement
Pete Saunders, Regulatory Performance Manager
Kyle Robins, Asset Management Consultant
Sian Thomas, Project Manager, Thames Tunnel
Andrew Hagger, Network and Process Modelling Manager

Local neighbourhoods scrutiny committee

David Wyatt, Head of Information Management,
London Fire and Emergency Planning Authority
Glen Heidke, National Swim Manager, Virgin Active
Robbie O'Donnell, General Manager, Fulham Pools
Dr Anthony Jelley,
Broomhouse Dock Residents' Association
Brendan Bird, PRARA (Peterborough Rd Area RA)
Ann Rosenburg, PRARA
Richard Harrison, Volume 3

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Report to Council

26 MAY 2010

**Mr Stephen
Moussavi,
Independent
Chairman,
Standards
Committee**

**STANDARDS COMMITTEE ANNUAL
REPORT 2009/10**

**WARDS

All**

Summary

The attached report outlines the activity of work undertaken by the Standards Committee in 2009/10.

CONTRIBUTORS

**ADLDS
HCS**

RECOMMENDATION:

That the Standards Committee Annual Report 2009/10 be received.

1. INTRODUCTION

- 1.1 The Standards Committee met three times this year: on 10 June, 4 November 2009 and 24 March 2010. The meeting scheduled for 6 January 2010 was cancelled. Mr Steven Moussavi replaced Mr Chris Troke as Chairman for the year, as agreed by Annual Council. Apart from various routine items, such as matters discussed in bulletins from the Standards Board, the following were the main issues considered.

2. LOCAL ASSESSMENT OF COMPLAINTS

- 2.1 The Committee updated their training in the new system by watching "*That's Wrap*", the latest DVD issued by Standards for England. The DVD took Members through the various stages of local assessment, exploring important or contentious issues along the way. Some of the DVD was filmed at Hammersmith Town Hall. The Committee asked each political group to arrange a showing at one of their group meetings
- 2.2 The Committee agreed that Christopher Troke be co-opted to the Royal Borough of Kensington & Chelsea's Standards Committee. This was in response to a request from Kensington & Chelsea for him to be available to help with any local complaints assessment meetings, if required.

3. LOCAL COMPLAINTS CASES

- 3.1 Two cases were considered during the year 2009-10. These were considered respectively by Assessment Sub-Committees comprising of Grace Moody-Stuart (Chair) and Councillors Johnson and Cowan on 2 February 2010 and Joyce Epstein (Chair) and Councillors Alford and Homan on 24 March 2010. The Sub-Committee decided in each case that no action should be taken on the allegations.
- 3.2 The complainant in the first case did not request a review of the decision but a Review Sub-Committee was convened for 26 April 2010 following a request for a review by the complainant in the second case. The Sub-Committee decided in that no action should be taken in that case.

4. PRIMARY CARE TRUST

- 4.1 Following the joint arrangements between the Council and the Trust, the Committee noted the separate Codes of Conduct which applied to individuals attending the joint meetings of the PCT Board and Cabinet.

5. REGISTER OF INTERESTS AND HOSPITALITY

- 5.1 Following a corporate governance review, the Committee noted that improved processes for dealing with the Members' Register of Interests and the Register of Gifts and Hospitality had been established to ensure the prompt and accurate handling of amendments to the registers.

6. COUNCILLORS' EXPENSES

- 6.1 In light of publicity about Parliamentary allowances and expenses, the Committee received details of the Council's own scheme of members' allowances including the basic allowance paid to all Members, special responsibility allowances and the levels of reimbursement for travel and dependent carer expenses. The Committee noted that local authority allowances were much more closely prescribed and transparent than those for Members of Parliament, and the Council regularly published both Members entitlements and the actual claims.

- 6.2 The Committee agreed to receive an annual report setting out the allowances scheme in detail and confirming the extent of individual claims. The first of these annual reports was made to the Committee's meeting on 4 November 2009.

7. DISPENSATION GUIDANCE

- 7.1 The Committee received a report enclosing guidance issued by Standards for England following the Standards Committee (Further Provisions) (England) Order 2009. The new guidance corrected an anomaly in the previous regulations. The Monitoring Officer confirmed that although there had been several requests for dispensations in 2005, there had been none since. The Committee decided that, as to the criteria to apply in considering requests for dispensations in the future, each case be considered on its merits.

8. PROBITY IN PLANNING

- 8.1 The Committee received a report on recent guidance issued by the Local Government Association about a revised code of conduct for Members in relation to planning. The guidance complemented and updated the Council's own "*Guidance for Councillors and officers dealing with Planning and Licensing*", as set out in pages 510-520 of the Council's Constitution. The Committee noted the revised LGA Guidance and decided that Members of the Planning Applications Committee be informed of the changes.

9. CONFERENCES AND SEMINARS

- 9.1 Mr Steven Moussavi and Mr Christopher Troke, the current Chairman and immediate past Chairman respectively, attended **the 8th Annual Conference of Standards Committees in Birmingham on 12 and 13 October 2009**. They reported to the November meeting on workshops and other sessions they had attended.
- 9.2 Their report highlighted possible ways of raising the profile of the Committee within the Council, including making the Standards Committee content on the website more prominent, attendance by Standards Committee Members at Cabinet and Scrutiny Committee meetings and more publicity through H&F News. The Monitoring Officer confirmed that agendas for all these meetings were published on the website and encouraged Standards Committee members to attend any of these meetings if they wished to do so.
- 9.3 On 3 December 2009, the Committee held a **joint meeting with Kensington & Chelsea Standards Committee**. Bob Chilton, Chairman of Standards for England, presented his views on how the new system of dealing with complaints was working across the country and the prospects for the future. Members welcomed the opportunity to meet their counterparts in Kensington & Chelsea. Sophia Lambert, Chairman of their Standards Committee outlined her role as Chairman of the London Standards Committee Chairmen's virtual network.
- 9.4 On 12 January 2010, Mr Christopher Troke, attended the **Annual North West London Standards Networking Event at Brent Town Hall**, along with Kayode Adewumi, Head of Councillors' Services and the Committee Co-ordinator. The event was addressed by Peter Keith-Lucas, and was well attended by North West London boroughs as well as from Councillors and officers from Kensington and Chelsea and Islington.
- 9.5 For the first time, the GLA Standards Committee arranged an afternoon seminar at City Hall to discuss issues of common interest to Standards Committee members across London. The Chairman and Committee Co-ordinator attended this event on 11 February 2010. There were some useful points raised which were reported to the Committee on 24 March 2010.

10. WHISTLE BLOWING POLICY

The Committee considered the current Whistle Blowing Policy. It was noted that the policy was very infrequently used; no complaints had been made under the policy since 2005. It was agreed that the Monitoring Officer should explore with the Council's Anti-Fraud service ways to re-brand the policy taking into account other best practice in the public sector.

11. NEW MEMBERS – INDUCTION

The Committee discussed arrangements for Members elected on 6 May 2010 to be familiarised with the Council's governance arrangements through briefing sessions and an induction pack of information to enable them to comply with ethical standards laid down nationally and locally for performing their role as Members, in relating to Council officers and as representatives of the Council on outside organisations.

12. NATIONAL CODE OF CONDUCT

The Committee have noted that the long awaited revised Code of Conduct will now be the subject of further consultation and is not expected to be published until after the General and Local Elections.

13. CONCLUSION BY CHAIRMAN (STEVEN MOUSSAVI)

In conclusion, we have made progress in several areas over the past year: training of members, including attendance at the Annual Conference of Standards Committees in Birmingham, organising a joint meeting with the Standards committee of Kensington and Chelsea and attending the Brent Standards Committee annual Networking event. We have dealt with complaints, amended the processes connected with the Register of Interest and Hospitality, ascertaining that the record of Councillors expenses has been excellent. I would like to thank the members of the Standards Committee for their time and energy and look forward to further progress over the coming year.

LOCAL GOVERNMENT ACT 2000 BACKGROUND PAPERS

No.	Brief Description of Background Papers	Name/Ext. of holder of file/copy	Department/Location
1.	Brent Networking Event Papers, 12 January 2010	David Bays x 2628	Committee Services Room 203, Hammersmith Town Hall
2	GLA Seminar Invitation	David Bays x 2628	Committee Services Room 203, Hammersmith Town Hall
3	Reports to above meetings of Standards Committee	David Bays x 2628	Committee Services Room 203, Hammersmith Town Hall



REPORT TO COUNCIL

26 MAY 2010

**COUNCILLORS' SUMMARY OF ACTIVITY
OF WORK UNDERTAKEN IN 2009/10**

WARDS

All

Summary

Attached as an appendix to this report is a summary of the Councillors' activity of work undertaken in 2009/10.

CONTRIBUTORS
ADLDS

RECOMMENDATION:

That the appendix be noted.

Councillors: summary of activity 2009-10

	Adam	Aherne	Alford	Bethell	Binmore	Botterill	Bristow	Brocklebank-Fowler	Burley	Campbell	Cartwright	Chalk	Cowan	Craig	de Lisle	Dickenson	Donovan B	Donovan G	Ffiske	Ford	Gore	Greenhalgh	Gugen	Hamilton	Harcourt	Homan	Iggulden	Ivimy	Johnson A	Johnson D	Karmel	Law	Lillis	Loveday	McLaughlin	Nandy	Owen	Phibbs	Powell	Robson	Scott Russell	Smith	Stainton	Tobias	Umeh	Vaughan	White			
Full Council	4	6	6	1	2	6	4	6	3	4	5	5	6	4	5	3	6	6	1	4	6	4	5	6	6	6	6	6	6	6	6	1	6	6	3	3	5	3	5	4	5	6	5	5	6	5				
Cabinet		2				10	10				2											7	9																											
CCSC						5										3	4	3		4					4	3																						5		
BOSSC					3			1							3		4	1				5	1			1				6				1	2	6	3		5		4	5								
HSCSC						1														2			2												1	5				5		6			7		4	5		
HSC			4				1			5	4								5				2				4	4	6	1	1			2		3		5				2					4	5		
LSHC			5			2			1	4						1	1			6			1		6		6						2		1				4				3		5				1	
VFMSC						2	2	4						4		4				4		5		6			5			3				4				6						1	5	5		2		
Standards Committee (and subs)			4			4							4		4											5				4																				
PAC (incl TMAP)	11	11			1			11			10	13	4		10		2				2				10				9	1	9					1													3	
Pensions Fund Investment Panel	2	4				2					4											3					2			2																			4	
Licensing Cttee/Sub-Committee		2	1					25			8					9									1	2		14			2											5		6					4	
Appointments Panel						2	1				1		2								1	2														1														
Personnel Panel			3					1								1										2					1																			1
Adoption Panel																																																		
Audit Committee	4			1							3			1														4						1																
Fulham Palace Mgmt Board											1																			1																1				