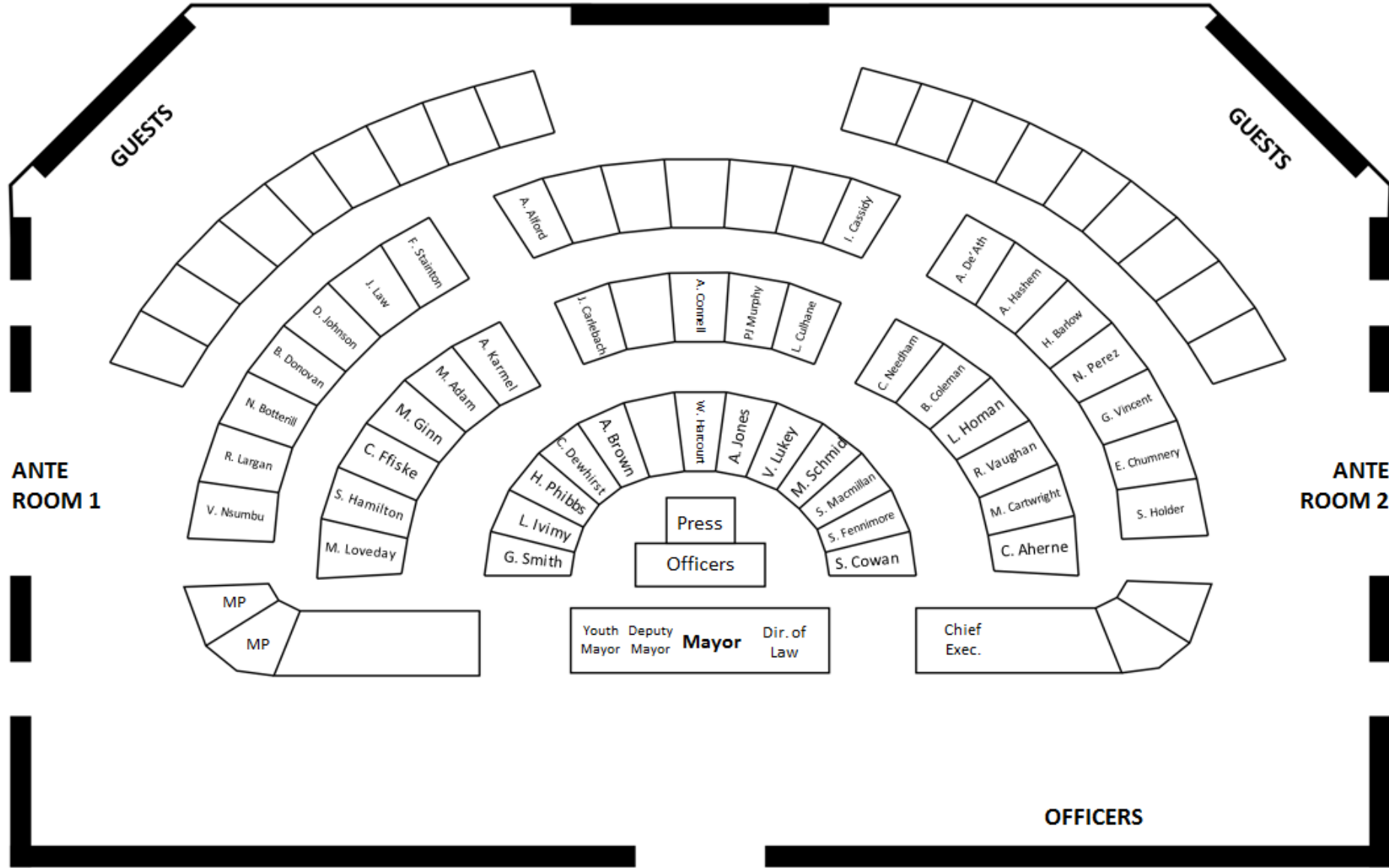


COUNCIL AGENDA

ANNUAL COUNCIL MEETING

Wednesday 18 May 2016

COUNCIL CHAMBER SEATING 2016/17



GUESTS

GUESTS

ANTE ROOM 1

ANTE ROOM 2

- Outermost arc (left to right): 10 empty seats.
- Second arc (left to right): A. Allrod, 4 empty seats, J. Cassidy.
- Third arc (left to right): J. Carlebach, A. Connell, PJ Murphy, L. Cullhane.
- Fourth arc (left to right): C. Needham, B. Coleman, L. Homan, R. Vaughan, M. Cartwright, C. Aherne.
- Fifth arc (left to right): A. De' Ath, A. Hashem, H. Barlow, N. Perez, G. Vincent, E. Chumney, S. Holder.
- Sixth arc (left to right): F. Stainton, J. Law, D. Johnson, B. Donovan, N. Botterill, R. Lagan, V. Nsumbu, M. Adam, A. Karmel, M. Ginn, C. Ffiske, S. Hamilton, M. Loveday.
- Seventh arc (left to right): A. Brown, W. Harcourt, A. Jones, V. Lukey, M. Schmid, S. Macmillan, S. Fennimore, S. Cowan.
- Eighth arc (left to right): C. Dewhurst, H. Phibbs, L. Ivimy, G. Smith.

Press

Officers

Youth Mayor Deputy Mayor Mayor Dir. of Law

Chief Exec.

MP
MP

OFFICERS

COUNCIL CHAMBER FOYER



The Mayor Councillor Mercy Umeh
Deputy Mayor Councillor Daryl Brown

ADDISON

Adam Connell (L)
Belinda Donovan (C)
Sue Fennimore (L)

HAMMERSMITH
BROADWAY

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

RAVENS COURT PARK

Charlie Dewhurst (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)
Robert Largan (C)
Jane Law (C)

AVONMORE &
BROOK GREEN

Hannah Barlow (L)
Joe Carlebach (C)
Caroline Ffiske (C)

NORTH END

Daryl Brown (L)
Larry Culhane (L)
Ali Hashem (L)

SHEPHERDS BUSH
GREEN

Andrew Jones (L)
Natalia Perez (L)
Mercy Umeh (L)

COLLEGE PARK &
OLD OAK

Elaine Chumnerly (L)
Wesley Harcourt (L)

PALACE RIVERSIDE

Marcus Ginn (C)
Donald Johnson (C)

TOWN

Andrew Brown (C)
Viya Nsumbu (C)
Greg Smith (C)

FULHAM BROADWAY

Ben Coleman (L)
Alan De'Ath (L)
Sharon Holder (L)

PARSONS GREEN AND
WALHAM

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

WORMHOLT AND
WHITE CITY

Colin Aherne (L)
Sue Macmillan (L)
Max Schmid (L)

FULHAM REACH

Iain Cassidy (L)
Vivienne Lukey (L)
Guy Vincent (L)

SUMMONS

Councillors of the London Borough of
Hammersmith & Fulham
are requested to attend the
Meeting of the Council on
Wednesday 18 May 2016
at Hammersmith Town Hall, W6

The Council will meet at 7.00pm

10 May 2016
Town Hall
Hammersmith W6

Nigel Pallace
Chief Executive

Full Council Agenda

18 May 2016

<u>Item</u>		<u>Pages</u>
1. ELECTION OF THE MAYOR		
	To receive nominations for the election of a Mayor for the 2016/17 Municipal Year.	
	To appoint a Deputy Mayor for the 2016/17 Municipal Year.	
2. MINUTES		1 - 9
	To approve and sign as an accurate record the minutes of the Council meeting held on 24 February 2016.	
3. APOLOGIES FOR ABSENCE		
4. MAYOR'S/CHIEF EXECUTIVE'S ANNOUNCEMENTS		
5. DECLARATIONS OF INTERESTS		
	<p>If a Councillor has a disclosable pecuniary interest in a particular item, whether or not it is entered in the Authority's register of interests, or any other significant interest which they consider should be declared in the public interest, they should declare the existence and, unless it is a sensitive interest as defined in the Member Code of Conduct, the nature of the interest at the commencement of the consideration of that item or as soon as it becomes apparent.</p> <p>At meetings where members of the public are allowed to be in attendance and speak, any Councillor with a disclosable pecuniary interest or other significant 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.</p> <p>Where Members of the public are not allowed to be in attendance and speak, then the Councillor with a disclosable pecuniary interest should withdraw from the meeting whilst the matter is under consideration. Councillors who have declared other significant interests should also withdraw from the meeting if they consider their continued participation in the matter would not be reasonable in the circumstances and may give rise to a perception of a conflict of interest.</p> <p>Councillors are not obliged to withdraw from the meeting where a dispensation to that effect has been obtained from the Audit, Pensions and Standards Committee.</p>	

6. ITEMS FOR DISCUSSION/COMMITTEE REPORTS

- 6.1 PARTY APPOINTMENTS FOR THE 2016/17 MUNICIPAL YEAR** 10
To note the Chief Executive's report on the various appointments made by the Party Groups on the Council for the 2016/17 Municipal Year.
- 6.2 APPOINTMENT BY THE LEADER OF THE DEPUTY LEADER AND CABINET** 11 - 12
The Council is asked to note the appointments by the Leader to the Cabinet.
- 6.3 ALLOCATION OF SEATS AND PROPORTIONALITY ON COMMITTEES** 13 - 18
This report details the proportional division of seats on the Standing Committees and the Members appointed to them.
- 6.4 APPOINTMENT OF CHAIRS AND COMMITTEE MEMBERSHIPS** 19 - 22
The Council is asked to agree the appointments of Chairs and Memberships of Regulatory, Policy and Accountability and other Committees for the Municipal Year 2016/17.
- 6.5 COUNCIL APPOINTMENTS TO LOCAL GOVERNMENT ORGANISATIONS AND OUTSIDE BODIES** 23 - 26
This report asks the Council to appoint Council representatives to Local Government Organisations and Outside Bodies.
- 6.6 THE YOUTH MAYOR** 27 - 31
This report details the outcome of the recent Youth elections and outlines some ideas and initiatives to promote the voices of young people.
- 6.7 REVIEW OF THE CONSTITUTION** 32 - 55
To approve and re-adopt the Council's Constitution for the 2016/17 Municipal Year.
- 6.8 MEMBERS ALLOWANCES SCHEME** 56 - 61
This report provides an update to the Members' Allowance Scheme.
- 7. SPECIAL MOTIONS**
To consider and determine any Special Motions:
- 7.1 SPECIAL MOTION 1 - NO CONFIDENCE IN THE RT HON JEREMY HUNT MP, THE SECRETARY OF STATE FOR HEALTH** 62
- 8. INFORMATION REPORTS - TO NOTE**
- 8.1 TO RECEIVE THE LEADER'S ANNUAL REPORT (ORAL)**



COUNCIL MINUTES

BUDGET COUNCIL MEETING

WEDNESDAY 24 FEBRUARY 2016



PRESENT

The Mayor Councillor Mercy Umeh
Deputy Mayor Councillor Daryl Brown

Councillors:

Ali Hashem	Charlie Dewhirst	Jane Law
Michael Adam	Belinda Donovan	Mark Loveday
Adronie Alford	Sue Fennimore	Vivienne Lukey
Colin Aherne	Caroline Ffiske	Sue Macmillan
Andrew Brown	Marcus Ginn	PJ Murphy
Joe Carlebach	Steve Hamilton	Caroline Needham
Michael Cartwright	Wesley Harcourt	Viya Nsumbu
Iain Cassidy	Sharon Holder	Natalia Perez
Elaine Chumnerly	Lisa Homan	Harry Phibbs
Ben Coleman	Lucy Ivimy	Max Schmid
Adam Connell	Donald Johnson	Greg Smith
Stephen Cowan	Andrew Jones	Frances Stainton
Larry Culhane	Alex Karmel	Rory Vaughan
Alan De'Ath	Robert Largan	Guy Vincent

1. MINUTES

Councillor Mark Loveday moved a procedural motion under Standing Order 15(ii) challenging the accuracy of the minutes. He gave a speech noting that the response to the public question included at Appendix 1 of the minutes was different to the verbal response given in the meeting.

The minutes were then put to the vote:

FOR	24
AGAINST	19
NOT VOTING	1

RESOLVED

That the minutes of the Council Meeting held on 27 January 2016 were confirmed and signed as an accurate record.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Hannah Barlow and Nick Botterill.

Apologies for lateness were received from Councillors Adronie Alford, Joe Carlebach, and Harry Phibbs.

3. MAYOR'S/CHIEF EXECUTIVE'S ANNOUNCEMENTS

The Mayor announced with great sadness the recent death of Lynne Horn from the Public Health Department. Lynne was best known to many through her management of the transition of Public Health from the NHS to Local Authorities and lately through the management of the flagship Childhood Obesity Programme spanning the three boroughs.

The Mayor also noted the death of Mrs Diana Penelope Ann Chiesman, a former Councillor, on Wednesday 27 January 2016 following a short illness. Mrs Chiesman was first elected to the Council in 1978 representing Walham Ward.

The Council observed a minute of silence in remembrance.

4. DECLARATIONS OF INTERESTS

There were no declarations of interest.

5. PUBLIC QUESTIONS (IF ANY)

There were no public questions submitted.

6. ITEMS FOR DISCUSSION/COMMITTEE REPORTS

6.1 Revenue Budget and Council Tax Levels 2016/17

7.17pm - In accordance with Council convention, the Leader of the Council, Councillor Stephen Cowan, and the Leader of the Opposition, Councillor Greg Smith, were given unlimited time to speak on the Budget report.

Speeches on the report were also made by Councillors Max Schmid, Sue Macmillan and PJ Murphy (for the Administration).

Councillor Stephen Cowan (for the Administration) made a speech winding up the debate. The report and recommendations were put to the vote and a roll-call was undertaken, in accordance with Council convention when voting on the budget:

FOR	AGAINST	NOT VOTING
AHERNE	ADAM	UMEH
BROWN (D)	ALFORD	
CARTWRIGHT	CARLEBACH	
CASSIDY	DONOVAN	
CHUMNERY	FFISKE	
COLEMAN	GINN	
CONNELL	HAMILTON	
COWAN	IVIMY	
CULHANE	JOHNSON	
DE'ATH	KARMEL	
FENNIMORE	LARGAN	
HARCOURT	LAW	
HASHEM	LOVEDAY	
HOLDER	NSUMBU	
HOMAN	SMITH	
JONES	STANTON	
LUKEY		
MACMILLAN		
MURPHY		
NEEDHAM		
PEREZ		
SCHMID		
VAUGHAN		
VINCENT		

FOR	24
AGAINST	19
NOT VOTING	1

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

9:03pm – RESOLVED

- 2.1 A freeze in the Hammersmith & Fulham element of the council tax charge
- 2.2 Not apply the “social care precept” levy. This means H&F residents will pay council tax at 3.3% below the level modelled (2% social care precept and 1.3% for council tax) by the Government for the coming year.
- 2.3 Council tax be set for 2016/17 for each category of dwelling, as calculated in accordance with Sections 31A to 49B of the Localism Act 2011, as outlined below and in full in Appendix A:
 - (a) **The element of council tax charged for Hammersmith & Fulham Council will be £727.81 per Band D property in 2016/17.**
 - (b) **The element of council tax charged by the Greater London Authority will be £276.00 per Band D property in 2016/17**

- (c) Social Care Precept set at nil.
- (d) The overall Council Tax to be set at £1,003.81 per Band D property in 2016/17.

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	485.21	566.07	646.94	727.81	889.55	1,051.28	1,213.02	1,455.62
b) GLA	184.00	214.67	245.33	276.00	337.33	398.67	460.00	552.00
c) Total	669.21	780.74	892.27	1,003.81	1,226.88	1,449.95	1,673.02	2,007.62

- 2.4 The Council's own total net expenditure budget for 2016/17 is set at £153.507m.
- 2.5 Fees and charges are approved as set out in paragraph 6.1.
- 2.6 The budget projections, made by the Strategic Finance Director to 2019/20, be noted.
- 2.6 The statement made by the Strategic Finance Director under Section 25 of the Local Government Act 2003 regarding the adequacy of reserves and robustness of estimates be noted (section 14).
- 2.7 The Strategic Finance Director 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.
- 2.8 That all Directors be required to report on their projected financial position compared to their revenue estimates in accordance with the Corporate Revenue Monitoring Report timetable.
- 2.9 That Directors be authorised to implement their service spending plans for 2016/17 in accordance with the recommendations within this report and the Council's Standing Orders, Financial Regulations and relevant Schemes of Delegation.
- 2.10 Members' attention wer drawn to S106 of the Local Government Finance Act 1992 which requires any Member, who is two months or more in arrears on their Council Tax, to declare their position and not to vote on any issue that could affect the calculation of the budget or Council Tax.

6.2 Four Year Capital Programme 2016/17 to 2019/20

9.04pm - The report and recommendations were formally moved for adoption by the Cabinet Member for Finance, Councillor Max Schmid.

The report and recommendations were then put to the vote:

FOR	UNANIMOUS
AGAINST	0
NOT VOTING	0

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

9.05pm - RESOLVED

- 1.1. To approve the General Fund Capital Programme budget at £43.5m for 2016/17 (paragraph 5.1, Table 2 and Appendix 1).
- 1.2. To approve the continuation of the Council's rolling programmes and the continued use of internal funding for 2016/17 General Fund 'Mainstream' Programme as set out in Table 3 (paragraph 5.2) and specifically as follows:
- 1.3.
 - Capital receipts amounting to £5.48m to fund the Council's rolling programmes as follows:

	£m
Disabled Facilities Grant [ASC]	0.45
Planned Maintenance/DDA Programme [ENV]	2.50
Footways and Carriageways [ENV]	2.03
Parks Programme [ENV]	0.50
Total	5.48

- Contributions from revenue amounting to £0.544m to fund the Council's rolling programmes as follows:

	£m
Controlled Parking Zones [ENV]	0.275
Column Replacement [ENV]	0.269
Total	0.544

- 1.4. To note existing capital receipts funded schemes previously approved, but now scheduled for 2016/17 (paragraph 5.2, Table 3):
 - Schools' Organisation Strategy - £2.73m
 - Carnwath Road - £ 3.07m
- 1.5. To approve the Housing Programme at £69.1m for 2016/17 as set out in Table 5 (paragraph 7.2) and Appendix 1.
- 1.6. To approve the annual Minimum Revenue Provision policy statement for 2016/17 in Appendix 4.

1.7. To approve the Chartered Institute of Public Finance & Accountancy (CIPFA) Prudential Indicators as set out in Appendix 5 to the report.

6.3 Treasury Management Strategy Report 2016/17

9.05pm - The report and recommendations were formally moved for adoption by the Cabinet Member for Finance, Councillor Max Schmid.

The report and recommendations were then put to the vote:

FOR	UNANIMOUS
AGAINST	0
NOT VOTING	0

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

9.05pm – RESOLVED

- 1.1 That approval is given to the future borrowing and investment strategies as outlined in this report and that the Strategic Finance Director be authorised to arrange the Council's cash flow, borrowing and investments in 2016/17.
- 1.2 In relation to the Council's overall borrowing for the financial year, to note the comments and the Prudential Indicators as set out in this report and the four year capital programme 2016/17 to 2019/20.
- 1.3 That approval is given to pay the Housing Revenue Account (HRA) investment income on unapplied HRA receipts and other HRA cash balances calculated at the average rate of interest (approximately 0.60% p.a.) earned on temporary investments throughout the year with effect from 1 April 2015.

6.4 Pay Policy of the London Borough of Hammersmith and Fulham 2016/17

9.05pm - The report and recommendations were formally moved for adoption by the Leader of the Council, Councillor Stephen Cowan.

A speech was made by Councillor Sue Fennimore for the Administration.

The report and recommendations were then put to the vote:

FOR	UNANIMOUS
AGAINST	0
NOT VOTING	0

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

9.12pm - RESOLVED

- 1.1 That Council is recommended to approve the pay policy statement for 2016/17 as set out in the attached document.

1.2 That Council endorses the pay schemes attached as Appendices 1, 2 and 3 of the pay policy.

6.5 **Members' Allowances Scheme: Annual Review 2016**

9.12pm - The report and recommendations were formally moved for adoption by the Leader of the Council, Councillor Stephen Cowan.

Speeches on the report were made by Councillors Ben Coleman, PJ Murphy, and Larry Culhane (for the Administration) and Councillors Mark Loveday and Joe Carlebach (for the Opposition) before being put to the vote:

FOR	UNANIMOUS
AGAINST	0
NOT VOTING	0

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

9.29pm - RESOLVED

That the Members' Allowances Scheme 2016/17 as set out in Appendix 1 of the report be adopted.

6.6 **Temporary Change of Polling Station**

9.29pm - The report and recommendations were formally moved for adoption by Councillor Colin Aherne.

The report and recommendations were put to the vote:

FOR	UNANIMOUS
AGAINST	0
NOT VOTING	0

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

9.29pm – RESOLVED

That the polling place for ASA polling district be temporarily moved from St Saviour's Church, Cobbold Road to Wendell Park School, Cobbold Road.

6.7 **Changes to the Council Calendar**

9.29pm - The report and recommendations were formally moved for adoption by the Leader of the Council, Councillor Stephen Cowan.

The report and recommendations were then put to the vote:

FOR	UNANIMOUS
AGAINST	0
NOT VOTING	0

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

9.29pm – RESOLVED

That the meetings published in the Council calendar be held on the following new dates:

- Cabinet – Monday 10 October 2016
- Conservative Group - Wednesday 12 October 2016
- Labour Group – Monday 17 October 2016
- Full Council - Wednesday 19 October 2016

7. INFORMATION REPORTS - TO NOTE (IF ANY)


There were no information reports to consider.

Meeting started: 7.00 pm
Meeting ended: 9.29 pm

Mayor

Minutes are subject to confirmation at the next meeting as a correct record of the proceedings and any amendments arising will be recorded in the minutes of that subsequent meeting.

Agenda Item 6.1

London Borough of Hammersmith & Fulham		 hammersmith & fulham
COUNCIL		
18 May 2016		
PARTY APPOINTMENTS FOR THE 2016/17 MUNICIPAL YEAR		
Report of the Chief Executive – Nigel Pallace		
Open Report		
Classification: For Information Key Decision: No		
Wards Affected: None		
Accountable Director: Tasnim Shawkat – Monitoring Officer		
Report Author: Kayode Adewumi, Head of Governance and Scrutiny	Contact Details: Tel: 020 8753 2499 E-mail: kayode.adewumi@lbhf.gov.uk	

1. EXECUTIVE SUMMARY


- 1.1 The Council is asked to note the following party appointments that have been made for the Municipal Year 2016/17:

Administration Appointments	
Administration Leader	Councillor Stephen Cowan
Administration Deputy Leader	Councillor Michael Cartwright
Administration Chief Whip	Councillor Colin Aherne
Administration Deputy Whips	Councillors Larry Culhane and Ali Hashem

Opposition Appointments	
Opposition Leader	Councillor Greg Smith
Opposition Deputy Leader	Councillor Lucy Ivimy
Opposition Chief Whip	Councillor Mark Loveday
Opposition Deputy Whip	Councillor Viya Nsumbu

2. RECOMMENDATION

- 2.1 That the party appointments be noted.

<p>London Borough of Hammersmith & Fulham</p> <p>COUNCIL</p> <p>18 May 2016</p>	
APPOINTMENT BY THE LEADER OF THE DEPUTY LEADER AND CABINET	
Report of the Leader	
Open Report	
Classification: For Decision Key Decision: No	
Wards Affected: None	
Accountable Director: Tasnim Shawkat – Monitoring Officer	
Report Author: Kayode Adewumi, Head of Governance and Scrutiny	Contact Details: Tel: 020 8753 2499 E-mail: kayode.adewumi@lbhf.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 The Executive (commonly referred to as “the Cabinet” in Hammersmith and Fulham) has a duty to carry out all of the local authority’s functions which are not the responsibility of any other part of the local authority, whether by law or under this constitution.

- 1.2 The Executive (Cabinet) will consist of a Leader (elected by the Council) and other Councillors appointed to the Executive by the Leader, who shall be known as Cabinet Members. Other Executive members (Cabinet Members) shall be up to 9 in number. They shall be appointed by the Leader for a period which he shall determine. One other Executive member shall be appointed by the Leader as his Deputy for a period of four years or until such time as he removes the Deputy from office.

2. RECOMMENDATION

- 2.1 That The Council is asked to note the appointments by the Leader to the Cabinet as set out below:


DEPUTY LEADER	Councillor Michael Cartwright
CABINET MEMBER FOR CHILDREN AND EDUCATION	Councillor Sue Macmillan
CABINET MEMBER FOR COMMERCIAL REVENUE AND RESIDENT SATISFACTION	Councillor Ben Coleman

CABINET MEMBER FOR ECONOMIC DEVELOPMENT AND REGENERATION	Councillor Andrew Jones
CABINET MEMBER FOR ENVIRONMENT, TRANSPORT & RESIDENTS SERVICES¹	Councillor Wesley Harcourt
CABINET MEMBER FOR FINANCE	Councillor Max Schmid
CABINET MEMBER FOR HEALTH AND ADULT SOCIAL CARE	Councillor Vivienne Lukey
CABINET MEMBER FOR HOUSING	Councillor Lisa Homan
CABINET MEMBER FOR SOCIAL INCLUSION	Councillor Sue Fennimore
Lead Member – Contracts	Councillor Guy Vincent
Lead Member - Hospitals and Health Care	Councillor Sharon Holder
Lead Member - Representative For The Armed Forces	Councillor Alan De’Ath
Local Businesses Champion	Councillor Alan De’Ath
Cycling Champion	Councillor Iain Cassidy

LOCAL GOVERNMENT ACT 2000 - LIST OF BACKGROUND PAPERS

None.

¹ Includes Planning, Licensing and Public Protection and Safety.

<p style="text-align: center;">London Borough of Hammersmith & Fulham</p> <p style="text-align: center;">COUNCIL</p> <p style="text-align: center;">18 MAY 2016</p>	
<p style="text-align: center;">ALLOCATION OF SEATS AND PROPORTIONALITY ON COMMITTEES</p>	
<p>Report of the Monitoring Officer</p>	
<p>Open Report</p>	
<p>Classification - For Decision</p> <p>Key Decision: No</p>	
<p>Wards Affected: None</p>	
<p>Accountable Executive Director: Tasnim Shawkat, Director of Law</p>	
<p>Report Author: Kayode Adewumi, Head of Governance and Scrutiny</p>	<p>Contact Details: Tel: 020 8753 2499 E-mail: kayode.adewumi@lbhf.gov.uk</p>

1. EXECUTIVE SUMMARY

- 1.1. The Council is required to confirm the proportional division of seats on the Standing Committees and to note the Members appointed to them except in relation to the Licensing Committee where the membership is determined by the Council rather than the political groups.

2. RECOMMENDATIONS

- 2.1. That the allocation of seats, as set out in Appendix 1, be noted.

3. REASONS FOR DECISION

- 3.1. The Local Government and Housing Act 1989 requires local authorities, where Members are divided into political groups, to review periodically the representation of the political groups on their Committees and Sub-Committees to ensure a political balance.

4. INTRODUCTION AND BACKGROUND

Allocation of Seats

- 4.1. Political Groups on the Council are formed in accordance with the Local Government (Committees and Political Groups) Regulations 1990 when

two or more councillors notify the Chief Executive, as Proper Officer, of their wish to be treated as a group.

- 4.2. Section 15 (1) of the Local Government and Housing Act 1989 imposes a duty on the local authority to review the allocation of seats on the committees of the Council between the political groups at its annual meeting or as soon as possible thereafter. The Council may carry out such a review at any other time and may do so if requested by a political group.
- 4.3. The following principles apply to the allocation of seats:
 - (a) That not all the seats on the body to which appointments are being made are allocated to the same political group;
 - (b) That the majority of seats on each committee are allocated to a particular group if the number of persons belonging to that group is a majority of the authority's membership;
 - (c) That, subject to (a) and (b), when allocating seats to a political group, the total number of their seats across all the ordinary committees of the Council, must reflect their proportion of the authority's membership; and
 - (d) Subject to (a) to (c), that the number of seats on each committee is as far as possible in proportion to the group's membership of the authority.
- 4.4. Sub-committees, with the exception of the Licensing Sub-Committee, are also governed by the political balance rules, but it is not necessary to add up all the sub-committee seats and then allocate them in proportion. As far as this is practicable, the allocation of seats on each sub-committee should reflect the proportional representation of the political groups on the Council.
- 4.5. The Local Government and Housing Act 1989 requires that, once the Council has determined the allocation of committee places between the political groups, the Council must then appoint the nominees of the political groups to the committees.
- 4.6. The Cabinet, Health and Well Being Board, Pensions Board and the Licensing Committee are not required to be proportional and so are outside of the political balance calculation.
- 4.7. It is open to the Council when carrying out a review to adopt some arrangement other than that prescribed by the Act and the Regulations. Notice of such a proposal would have to be given in the Summons, and a decision would need to be made with no one voting against it. The remainder of this report therefore assumes that the Council will not want an alternative arrangement to that prescribed by law.

Political proportionality

- 4.8. The political balance of the Council can be calculated by using the simple formula below (to two decimal places):

No. of Group Members x 100/ 46

- 4.9. Following the elections held on 22 May 2014, the political balance of the Council is set out in Table 1 below:

	No of seats on the Council	Proportionality
Labour	26	56.52
Conservative	20	43.47
Total	46	100

5. PROPOSAL AND ISSUES

- 5.1. Following the Local Council Elections on 22 May 2014, the Labour and Conservative Groups hold, respectively, 26 and 20 of the total of 46 Council seats. The proportion by which seats on Committees should be allocated is 56.52% Majority Group and 43.47% Minority Group. This equates, on the basis of 73 committee seats, to 41 Majority Party and 32 Minority Party seats. Appendix 1 shows the allocation of seats and the proportionality. The principles outlined in paragraph 4.3 above have been adhered to in the allocation of seats.
- 5.2. Membership of the Council's Standing Committees (except the Licensing Committee, Pensions Board and the Health and Well Being Board) and Sub-Committees is governed by the Local Government (Committees and Political Groups) Regulations 1990, as amended, which provides for Members of Standing Committees and Sub-Committees to be those whose names have been notified to the Chief Executive, who is the duly appointed proper officer for these purposes. The Chief Executive has the power to appoint to all Standing Committees (except the Licensing Committees) and Sub-Committees in accordance with any notification received under the Regulations.
- 5.3. Both political groups on the Council have to notify the Chief Executive of the names of the Members to serve on the Standing Committees, Sub-Committees and subsidiary bodies. A separate report on the Standing Committee memberships is set out later on the agenda.

6. CONSULTATION

- 6.1. Consultation has been undertaken in respect of this report with the Leaders of each of the political groups represented on the Council. Their agreement has been obtained to the calculations relating to the allocation of seats on committees and their respective nominations will be put before Council for approval.

7. EQUALITY IMPLICATIONS

- 7.1. The Council is under a statutory duty to ensure that equality and diversity is a key part of the decision making process of the Council. This is fundamental to the Council being able to meet its statutory responsibilities.
- 7.2. Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny, tel: 020 8753 2499.

8. LEGAL IMPLICATIONS

- 8.1. These are set out in the body of the report.
- 8.2. Implications verified by: Rhian Davies, Chief Solicitor, tel: 020 7641 2729

9. FINANCIAL IMPLICATIONS

- 9.1. The cost of servicing these committees will be met through the existing budgets.
- 9.2. Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny, tel: 020 8753 2499.

10. BUSINESS IMPLICATIONS

- 10.1. There are no direct implications.
- 10.2. Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny 020 8753 2499.

LOCAL GOVERNMENT ACT 2000 **LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
1.	None		

Appendix 1

		2016/17	
		Labour	Conservatives
Councillors	46	26	20


Committees						
		Entitlement	Entitlement	Allocated	Allocated	
1	Planning and Development Control Committee	10	5.65	4.35	6.00	4.00
2	Appointments Panel (H&F Only)	5	2.83	2.17	3.00	2.00
	Appointments Panel (Chief Executive)	18	10.17	7.83	10.00	8.00
	Appointments Panel (Shared)	3	1.70	1.30	2.00	1.00
3	Audit, Pensions and Standards Committee	9	5.09	3.91	5.00	4.00
4	Finance & Delivery Policy and Accountability Committee	5	2.83	2.17	3.00	2.00
5	Community Safety, Environment and Residents Services Policy and Accountability Committee	5	2.83	2.17	3.00	2.00
6	Children and Education Policy and Accountability Committee	5	2.83	2.17	3.00	2.00
7	Economic Regeneration, Housing and the Arts Policy and Accountability Committee	5	2.83	2.17	3.00	2.00
	Health, Adult Social Care and Social Inclusion Policy and Accountability Committee	5	2.83	2.17	3.00	2.00
8	Wormwood Scrubs Charitable Trust	3	1.70	1.30	2.00	1.00

1	Licensing Committee	16	9.04	6.96	9	7
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JOHSC	1	0.57	0.43	1.00	0.00
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Sub Committees

1	Licensing Sub Committee	3	1.70	1.30	2	1
	Pensions Sub Committee	5	2.83	2.17	3	2
2	Audit, Pensions and Standards (Appeals) Sub Committee	3	1.70	1.30	2	1
3	Audit, Pensions and Standards (Review) Sub Committee	3	1.70	1.30	2	1
4	Audit, Pensions and Standards Appointments Panel	3	1.70	1.30	2	1
5	Audit, Pensions and Standards (Dispensation) Sub Committee	3	1.70	1.30	2	1

<p>London Borough of Hammersmith & Fulham</p> <p>COUNCIL</p> <p>18 May 2016</p>	
APPOINTMENT OF CHAIRS AND COMMITTEE MEMBERSHIPS	
Report of the Leader – Councillor Stephen Cowan	
Open Report	
Classification: For Decision Key Decision: No	
Wards Affected: None	
Accountable Director: Tasnim Shawkat – Monitoring Officer	
Report Author: Kayode Adewumi, Head of Governance and Scrutiny	Contact Details: Tel: 020 8753 2499 E-mail: kayode.adewumi@lbhf.gov.uk

1. EXECUTIVE SUMMARY

- 1.1. Overview and scrutiny is an important element of the Council’s constitution. Overview and Scrutiny Committees, known in Hammersmith and Fulham as Policy and Accountability Committees, develop key policies for the Council on behalf of and with residents and community groups and hold the Executive to account. The Council is required to appoint Policy and Accountability Committees (PACs), 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.
- 1.2. The Council is also asked to appoint Members to the regulatory committees and other bodies set out below to discharge the responsibilities for council functions as outlined in the constitution.

2. RECOMMENDATION

- 2.1 That the Council agrees the appointments of Chairs and Memberships of Regulatory, Policy and Accountability and other Committees under its Constitution for the Municipal Year 2016/17, as set out in appendix 1.
- 2.2 This Council also notes their respective Portfolios / Terms of Reference, as set out in the Council’s Constitution.

LOCAL GOVERNMENT ACT 2000 - LIST OF BACKGROUND PAPERS

None.

REGULATORY & OTHER COMMITTEES MEMBERSHIPS 2016 / 2017**1. PLANNING AND DEVELOPMENT CONTROL COMMITTEE**

Councillor Adam Connell (Chair)	Councillor Lucy Ivimy
Councillor Iain Cassidy (Vice-chair)	Councillor Alex Karmel
Councillor Colin Aherne	Councillor Rob Largan
Councillor Michael Cartwright	Councillor Viya Nsumbu
Councillor Wesley Harcourt	
Councillor Natalia Perez	

2. LICENSING COMMITTEE

Councillor Natalia Perez (Chair)	Councillor Adronie Alford
Councillor Daryl Brown (Vice-chair)	Councillor Steve Hamilton
Councillor Hannah Barlow	Councillor Alex Karmel
Councillor Colin Aherne	Councillor Mike Adam
Councillor Iain Cassidy	Councillor Belinda Donovan
Councillor Larry Culhane	Councillor Jane Law
Councillor Guy Vincent	Councillor Frances Stainton
Councillor Vivienne Lukey	
Councillor Max Schmid	

3. LICENSING SUB-COMMITTEE

Councillor Natalia Perez (Chair)	Councillor Mike Adam
Councillor Daryl Brown (Vice-chair)	

4. AUDIT, PENSIONS AND STANDARDS COMMITTEE

Councillor Iain Cassidy (Chair)	Councillor Mike Adam
Councillor Ben Coleman	Councillor Nick Botterill
Councillor Michael Cartwright	Councillor Mark Loveday
Councillor PJ Murphy	Councillor Donald Johnson
Councillor Guy Vincent	

5. APPOINTMENTS PANEL

The membership of the Appointments Panel is detailed in Appendix 3 of Item 6.5 – Review of the Constitution.

6. AUDIT, PENSIONS AND STANDARDS COMMITTEE (APPOINTMENTS) PANEL

Leader (Chair)	Leader of the Opposition
Deputy Leader (Vice-Chair)	
+ Chair of Audit, Pensions and Standards Committee <i>ex officio</i>	

7. AUDIT, PENSIONS AND STANDARDS (REVIEW) SUB COMMITTEE
Members for the above must be drawn from the full membership of the Audit, Pensions and Standards Committee.

8. AUDIT, PENSIONS AND STANDARDS (APPEALS) SUB COMMITTEE
Members for the above must be drawn from the full membership of the Audit, Pensions and Standards Committee.

9. AUDIT, PENSIONS AND STANDARDS (DISPENSATIONS) SUB COMMITTEE
Members for the above must be drawn from the full membership of the Audit, Pensions and Standards Committee.

10. PENSIONS SUB-COMMITTEE

Councillor Iain Cassidy (Chair)	Councillor Michael Adam
Councillor P J Murphy	Councillor Nicholas Botterill
Councillor Guy Vincent	

11. HEALTH AND WELL BEING BOARD

Cabinet Member for Health and Adult Social Care - Councillor Vivienne Lukey (Chair)
Councillor Rory Vaughan (Deputy)
Cabinet Member for Children and Education - Councillor Sue Macmillan
Councillor Sharon Holder (Deputy)

12. WORMWOOD SCRUBS CHARITABLE TRUST

Councillor Wesley Harcourt	Councillor Joe Carlebach
Councillor Elaine Chumnerly	

13. NORTH WEST LONDON JOINT HEALTH OVERVIEW & SCRUTINY COMMITTEE

Councillor Rory Vaughan (Voting Member)

14. PENSIONS BOARD

Councillor Ali Hashem
Councillor Rory Vaughan

OTHER BODIES

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

15. ADOPTION AND FOSTERING PANEL

Councillor Caroline Needham

16. CORPORATE PARENTING BOARD

Councillor Sue Macmillan (Chair)	Councillor Joe Carlebach
Councillor Sue Fennimore	
Councillor Caroline Needham	

POLICY AND ACCOUNTABILITY COMMITTEES MEMBERSHIP 2015/16

1. CHILDREN AND EDUCATION POLICY AND ACCOUNTABILITY COMMITTEE

Councillor Caroline Needham (Chair)	Councillor Caroline Ffiske
Councillor Alan De'Ath	Councillor Marcus Ginn
Councillor Elaine Churnery	

2. COMMUNITY SAFETY, ENVIRONMENT AND RESIDENTS SERVICES POLICY AND ACCOUNTABILITY COMMITTEE

Councillor Larry Culhane (Chair)	Councillor Charlie Dewhirst
Councillor Iain Cassidy	Councillor Steve Hamilton
Councillor Sharon Holder	

3. ECONOMIC REGENERATION, HOUSING AND THE ARTS POLICY AND ACCOUNTABILITY COMMITTEE


Councillor Alan De'Ath (Chair)	Councillor Harry Phibbs
Councillor Daryl Brown	Councillor Lucy Ivimy
Councillor Adam Connell	

4. FINANCE AND DELIVERY POLICY AND ACCOUNTABILITY COMMITTEE

Councillor PJ Murphy (Chair)	Councillor Greg Smith
Councillor Ali Hashem	Councillor Mike Adam
Councillor Guy Vincent	

5. HEALTH, ADULT SOCIAL CARE AND SOCIAL INCLUSION POLICY AND ACCOUNTABILITY COMMITTEE

Councillor Rory Vaughan (Chair)	Councillor Andrew Brown
Councillor Hannah Barlow	Councillor Joe Carlebach
Councillor Natalia Perez	

London Borough of Hammersmith & Fulham COUNCIL 18 May 2016		 h&f hammersmith & fulham
COUNCIL APPOINTMENTS TO LOCAL GOVERNMENT ORGANISATIONS AND OUTSIDE BODIES		
Report of the Chief Executive – Nigel Pallace		
Open Report		
Classification: For Decision		
Key Decision: No		
Wards Affected: None		
Accountable Director: Tasnim Shawkat – Monitoring Officer		
Report Author: Kayode Adewumi, Head of Governance and Scrutiny		Contact Details: Tel: 020 8753 2499 E-mail: kayode.adewumi@lbhf.gov.uk

1. EXECUTIVE SUMMARY

- 1.1. This report asks the Council to appoint representatives to Local Government Organisations and other Outside Bodies.

2. RECOMMENDATION

- 2.1. That the Council's appointments to Local Government Organisations for 2016/17, as set out in Appendix 1, and to Outside Bodies, as set out in Appendix 2, be agreed.

3. REASONS FOR DECISION

- 3.1 The Council is asked annually to nominate Members to various Local Government Organisations in order to participate in discussions and contribute to policy development on issues affecting local government in general and Hammersmith and Fulham residents in particular. The appointments to the various outside bodies by the Council are in fulfilment of its commitment to support the third sector in Hammersmith & Fulham.

4. INTRODUCTION AND BACKGROUND

- 4.1. Every year, the Council is approached by the Local Government Association, the London Councils and other key local government bodies to nominate representatives to their committees or boards. These representatives work on

committees which lobby the Government and develop policy which affects local authorities.

- 4.2. The Council is also approached by local community organisations and charities to nominate people to their management boards or as trustees or directors. The Council acknowledges the significant contribution that these organisations make to the social fabric of our borough. Councillors and residents who are actively involved in the local community and are willing to bring their wealth of experience to these organisations are appointed.
- 4.3. The Council is requested to make the appointments to Local Government Organisations for 2016/17, as set out in Appendix 1, and to Outside Bodies, as set out in Appendix 2 of the report. Any midyear appointments to or removal from appropriate outside bodies, charitable organisations and Council-owned companies and subsidiaries will be undertaken by the Leader.

5. CONSULTATION

- 5.1. Local representatives have been consulted on their nominations.

6. EQUALITY IMPLICATIONS

- 6.1. The Council's nominations to third sector and other users' groups will ensure that the Council improves all aspects of how it works to tackle social exclusion.
- 6.2. Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny. (Tel: 020 8753 2499)

7. FINANCIAL IMPLICATIONS

- 7.1. There are no direct financial implications.
- 7.2. Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny. (Tel: 020 8753 2499)

8. LEGAL IMPLICATIONS

- 8.1. Full Council has the authority to appoint representatives to Outside Bodies.
- 8.2. Implications completed by: Tasnim Shawkat, Director of Law. (Tel: 020 8753 2088)

9. BUSINESS IMPLICATIONS

- 9.1. There are no direct implications.
- 9.2. Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny 020 8753 2499.

LOCAL GOVERNMENT ACT 2000

LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT

None.


Appendix 1

Nominations to Local Government Organisations 2016/17

Organisation	Nominations	Term
London Councils Leader's Committee 1 Rep + 2 Deps (1 vote per authority)	Representative: Councillor Stephen Cowan Deputies: Councillor Michael Cartwright Councillor Sue Fennimore	1 year to 17/05/17
London Councils Transport and Environment Committee 1 Rep + up to 4 Deps	Representative: Councillor Wesley Harcourt	1 year to 17/05/17
London Councils Grants Committee 1 Rep and up to 2 Deps	Representative: Councillor Sue Fennimore Deputy: Cllr Vivienne Lukey	1 year to 17/05/17
Greater London Employment Forum (GLEF) 1 Rep and 1 Dep	Nomination: Councillor Ben Coleman	1 year to 17/05/17
Greater London Provincial Council (GLPC) Appointment will be made from Leader's Cttee and GLEF nominated members	Nomination: Councillor Andrew Jones	1 year to 17/05/17
Local Government Association (LGA) General Assembly Up to 4 Reps and 4 votes	Representatives: Councillor Stephen Cowan* Councillor Michael Cartwright Councillor Guy Vincent Councillor Sue Macmillan *currently holds the 4 votes	1 year to 17/05/17
LGA Urban Commission Up to 2 Reps	Representative: Councillor Larry Culhane	1 year to 17/05/17

Appendix 2 - Appointments to Outside Bodies 2016/17

Outside Body	Current Appointments	Date Of Expiry	Term of Appointment
Lyric Theatre Hammersmith Ltd (Board Of Directors)	Councillor Hannah Barlow (LAB)	17/05/17	1 Year
	Councillor Adam Connell (LAB)	17/05/17	
	Councillor Sue Fennimore (LAB)	17/05/17	
	Councillor Belinda Donovan (CON)	17/05/17	
Lyric Theatre Hammersmith Ltd (Members of the Company)	See Above (Can appoint up to 10, but Directors must be members of company)	Indefinite (until end of term as Councillor)	Indefinite (until end of term as Councillor)
Riverside Trust Limited	Joe Gribble (LAB)	17/05/17	1 year
	Councillor PJ Murphy (LAB)	17/05/17	
	Jasmine Pilgrem (LAB)	17/05/17	
Alternative Theatre Limited (Bush Theatre)	Khafi Kareem (LAB)	17/05/17	3 years
Mortlake Crematorium Board	Councillor Michael Cartwright (LAB)	17/05/17	3 years
	Councillor Larry Culhane (LAB)	17/05/17	
	Councillor Adronie Alford (CON)	17/05/17	
Fulham Palace Trust	Matthew Bruce (LAB)	16/06/18	4 years
	John King (LAB)	16/06/18	
Groundwork London	Councillor Larry Culhane (LAB)	17/05/17	3 Years
Western Riverside Environment Fund	Councillor Larry Culhane (LAB)	16/06/2018 (Indefinite)	4 Years
Western Riverside Waste Authority	Councillor Michael Cartwright (LAB)	16/06/18	4 Years
	Councillor Westley Harcourt (LAB)	16/06/18	
London Archaeological Forum	Alexandra Sanderson (LAB)		
SACRE (Standing Advisory Committee On Religious Education)	Councillor Rory Vaughan (LAB)	16/06/18	4 Years
Schools Admission Forum	Councillor Caroline Ffiske (CON)	17/05/17	3 Years
	Councillor Alan De'Ath (LAB)	17/05/17	
	Councillor Caroline Needham (LAB)	17/05/17	
St Paul's Court Limited	Vacancy		1 year
Dr Edwards and Bishop Kings Fulham Charity	Councillor Adronie Alford (CON)	16/06/18	4 Years
	1 Vacancy (LAB)		4 Years
Pocklington Apprenticeship Trust	Tamara Jackson (CON)	16/06/18	4 Years
Court Of Imperial College	Rowan Ree (LAB)	16/06/18	4 Years
Hammersmith and Fulham Community Law Centre	Councillor Guy Vincent (LAB)	16/06/18	4 Years
The Reserve Forces and Cadets Association in Greater London	Councillor Alan De'Ath (LAB)	17/05/17	3 Years
Volunteer Centre	Zarav Qayyum (LAB)	17/05/17	1 Year
Hammersmith United Charities	Julian Hillman (LAB)	28/02/18	4 Years
	Councillor Iain Cassidy (LAB)	16/06/18	
	Councillor Vivienne Lukey (LAB)	16/06/18	
	Councillor Charlie Dewhurst (CON)	16/06/18	
	Councillor Larry Culhane (LAB)	17/05/17	
London Heliport Consultative Committee	Christina Smyth (LAB)	17/05/17	1 Year
CAB	Councillor Lisa Homan (LAB)	31/08/18	4 Years
	Councillor Joe Carlebach (CON)	31/08/18	
Lygon Almshouses	Councillor Marcus Ginn (CON)	16/06/18	4 Years
	David Morris (LAB)	16/06/18	
	Sinclair Budd (LAB)	16/06/18	
	Vie Lawrence - Gray (LAB)	16/06/18	
	Catherine McNair (CON)	16/06/18	
Sir William Powell Almshouses	Esmond Jackson (CON)	16/06/18	4 Years
	Susan Dixon (CON)	16/06/18	
Earls Court and Olympia Charitable Trust	Councillor Larry Culhane (LAB)	17/05/17	2 Years
	Councillor Daryl Brown (LAB)	17/05/17	
Fulham Community Trust	Councillor Sharon Holder (LAB)	17/05/17	3 Years
Urban Partnership Group	Kamini Sanghani (LAB)	17/05/17	2 Years
Old Oak And Park Royal Development Corporation	Councillor Stephen Cowan (LAB)	03/05/18	4 Years
	Councillor Wesley Harcourt (LAB)	03/05/18	4 Years

<p>London Borough of Hammersmith & Fulham</p> <p>COUNCIL</p> <p>18 May 2016</p>	
YOUTH MAYOR	
Report of the Cabinet Member for Children's Services - Councillor Sue Macmillan	
Open Report	
Classification: For Decision	
Key Decision: No	
Wards Affected: None	
Accountable Director: Kim Dero – Director of Delivery and Value	
Report Author: Kayode Adewumi – Head of Governance and Scrutiny	Contact Details: Tel: 020 8753 2499 E-mail: kayode.adewumi@lbhf.gov.uk

1. EXECUTIVE SUMMARY

- 1.1. In June 2014, the administration as part of its commitment to create more opportunities for young people, pledged to create a Youth Mayor and give young people a formal role in scrutinising and improving the services they receive from the council. This report details the outcome of the Youth Mayor, Deputy Youth Mayor, Member of Young Parliament and Deputy Member of Young Parliament elections and outlines some ideas and initiatives to get the voices of young people heard.

2. RECOMMENDATIONS

- 2.1. That the Council welcomes and notes the election of the following young people :-
- Ms Aminata Koroma from Phoenix High School as Youth Mayor
 - Mr Joshua Yirenkyi Owuraka as the Deputy Youth Mayor
 - Mr Johnley Videna as the Member of Youth Parliament
 - Ms Huma Sindhu as the Deputy Member of Youth Parliament
- 2.2. That the Council notes the Youth Council's manifesto commitments and the structure put in place to achieve these goals.

- 2.3. That the Youth Mayor or Deputy Mayor be invited to Full Council meetings to report on the Youth Mayoral or Youth Council activities.
- 2.4. That Standing Orders be amended to allow the Youth Mayor or Deputy Mayor to report on the activities undertaken, submit questions from young people to Full Council and its Committees, and raise any other issues young people would like addressed that affects the lives of young people who live, study or work in the borough.

3. REASONS FOR DECISION

- 3.1. As part of its commitment to create more opportunities for young people, Youth Mayor and Deputy Youth Mayor positions have been created to give young people a formal role in scrutinising and improving the services they receive from the council.

4. INTRODUCTION AND BACKGROUND

- 4.1. The Council's aim is to change the tone of voice and provide services that encourage opportunity, good citizenship, learning and development for our young people. Over a two week period in March, young people in schools, community centres and youth clubs across the borough voted for a Youth Mayor and UK Youth Parliament member.
- 4.2. On 22nd March 2016, Ms Aminata Koroma from Phoenix High School was elected as the Youth Mayor with a total of 1,039 votes. While Joshua Yirenkyi Owuraka from Hurlingham Academy was elected as the Deputy Youth Mayor with 846 votes. The Youth Mayor and her deputy will represent young people in the borough and will champion their local campaigns. They will accompany the Mayor at events, lead the Council's youth strategy and lead local consultations.
- 4.3. The UK Youth Parliament elections were also announced in late March. The Member of Youth Parliament elected was Johnley Videna from Ark Burlington Danes Academy. He will be aided by, the Deputy Member of Youth Parliament, Ms Huma Sindhu who attends Fulham Cross Girls' School. The pair will represent the voice of the borough's young people nationally at the UK Youth Parliament.
- 4.4. The Youth Mayor and Member of Youth Parliament will co-chair the Council's Youth Council.

5. PROPOSALS AND ISSUES

- 5.1. The Youth Mayor and Deputy Youth Mayor have agreed their manifesto in partnership with the Youth Council, Member of Youth Parliament and Deputy based on the findings of the annual Make Your Mark Campaign. Over six thousand ballots were cast in October 2015 which identified the top issues for young people in the borough.

The top issues were:

- Living Wage (1310 votes)
- Tackling Racism and Racial Discrimination (790 votes)
- Child Poverty (708 votes)
- A Curriculum to Prepare us for Life (686 votes)

5.2. The Youth Mayor and Deputy Youth Mayor, the Member of Youth Parliament and Deputy have formed a Youth Cabinet and each member has taken ownership of one manifesto commitment. The first Youth Cabinet meeting took place on Monday 25 April 2016 where they finalised the manifesto and agreed responsibilities.

5.3. The Youth Council Manifesto commitments are as follows:

1. Encourage local employers to adopt the Living Wage.

We will:

- Continue to find out the views of local young people on the Living Wage.
- Research and identify employers that adopt the living wage and promote this to young people.
- Work alongside Councillors, the Partnership for Young People and relevant decision makers to highlight the importance of the living wage and encourage more employers to adopt it, to raise the standard of living for local young people.

2. Help to Tackle Racism and Racial Discrimination

We will:

- Link with and localise the UK Youth Parliament campaign which is aiming to:
- Change discriminatory attitudes of young people towards race and religion.
- Raise levels of understanding about different races and religions, communities and cultures.
- Challenge negative images of race and religion on social media.
- Promote diversity and inclusion within communities.

3. Help to Reduce the Impact of Child Poverty

We will:

- Research, find out the views and experiences of young people and develop a greater understanding of the impact of child poverty in the borough.
- Work with the poverty and worklessness commission, local organisations and services and feed into local strategies aiming to tackle and reduce the impact of child poverty.

4. Support young people to be prepared for a healthy, happy and productive adult life.

We will:

- Build on consultations already undertaken to increase our understanding of what young people want and need.
 - Work with schools and local youth activities and service providers (Through the developing Partnership for Young People) to inform and enhance the offer for young people and the opportunities and support they receive to prepare them for adult hood including Personal, social, health and economic (PSHE) education and citizenship sessions, online resources and workshops.
 - Work with local business to encourage them to pledge to offer more and better work experience opportunities for local young people
- 5.4. Officers will help turn the manifesto into a delivery plan and assign areas of work to relevant senior officers, departments and Cabinet Members. The Youth Cabinet will spend the summer carrying out research and will be supported by the Young People’s Participation Officer, Communications Office, Mayor’s Office, Committee Services and the Policy Team. Cabinet Members and Scrutiny Chairs will be engaged to champion relevant areas of their delivery plan.
- 5.5. In order for the voice of young people to be heard through their elected representatives at the highest level of decision making in the Council, it is proposed that the Youth Mayor or Deputy Mayor would be invited to Full Council meetings with the opportunity to:
- report on their activities
 - submit questions from young people to Full Council
 - submit an annual report on their work undertaken during their term in office
 - raise any other issues that affects the lives of young people who live, study or work in the borough.

6. EQUALITY IMPLICATIONS

- 6.1 The Youth Council Manifesto commitments are in concordance with the Council’s approach to promoting social inclusion.

Implications completed by Fawad Bhatti, Policy and Strategy Officer, 020 8753 3437

7. LEGAL IMPLICATIONS

- 7.1 Whilst there are no direct legal implications in this report consideration should be given to the need for a confidentiality agreement for the Youth Mayor, disclosure of emails and other correspondence by the Youth Mayor particularly under the Freedom of Information Act and any Insurance issues depending on activities being undertaken.

7.2 Implications completed by Joyce Golder, Principal Solicitor, 020 7361 2181.

8. FINANCIAL IMPLICATIONS

8.1 It is anticipated that in borough travel costs for the Youth Mayor and their deputies will be supported.

8.2 Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny 020 8753 2499.

9. BUSINESS IMPLICATIONS


9.1. There are no direct implications.

9.2. Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny 020 8753 2499.

LOCAL GOVERNMENT ACT 2000 **LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

None.

Agenda Item 6.7

London Borough of Hammersmith & Fulham		 hammersmith & fulham
COUNCIL		
18 May 2016		
REVIEW OF THE CONSTITUTION		
Report of the Chief Executive – Nigel Pallace		
Open Report		
Classification: For Decision		
Key Decision: No		
Wards Affected: None		
Accountable Director: Tasnim Shawkat – Monitoring Officer		
Report Author: Kayode Adewumi, Head of Governance and Scrutiny	Contact Details: Tel: 020 8753 2499 E-mail: kayode.adewumi@lbhf.gov.uk	

1. EXECUTIVE SUMMARY

- 1.1. 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.

2. RECOMMENDATIONS

- 2.1 That the changes made to the Constitution by the Monitoring Officer under delegated powers, be noted.
- 2.2 That the Council's membership of the West London Economic Prosperity Board (WLEPB), be noted.
- 2.3 That the changes to the Officers Scheme of Delegation and other areas of the Constitution, detailed in Appendix 2, be approved.
- 2.4 That subject to the approval of recommendations above, the Council's Constitution be adopted for the 2016/17 Municipal Year.

3. REASONS FOR DECISION

- 3.1 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.

4. INTRODUCTION AND BACKGROUND

- 4.1 Each local authority is required to publish the arrangements it has made to discharge its functions in a 'constitution' prepared in accordance with Section 37 of the Local Government Act 2000. The Constitution sets out how the Council operates, how decisions are made and the procedures that are followed to ensure business is conducted in an efficient, transparent, and accountable manner. Some of the content of the Constitution is required by law, the remainder is for the Council itself to determine.

- 4.2 Annually the Constitution is reviewed to ensure it continues to promote timely, effective, transparent and lawful decision making reflecting the arrangements Members have put in place for the running of the Council. The Constitution was last reviewed at the Annual Council meeting on 20 May 2015.

- 4.3 In-year amendments were approved by Council to:

- Officer Employment Procedure Rules in so far as they apply to the dismissal of the Chief Executive, Monitoring Officer and Chief Finance Officer.
- the composition of the Joint Appointment Panel.
- establish a Lead Member (Champion) post for Cycling.
- the Officers Scheme of Delegation to reflect new legislative changes and changes to the Council's Management Structure.
- the appointment of the Chief Executive as the Returning Officer, Electoral Registration Officer and Acting Returning Officer.
- adopt revised Contract Standing Orders.

- 4.4 The Monitoring Officer has a duty to keep the Constitution under review and has delegated authority to amend the Constitution where there has been a change in law, job title, structure, rearrangement of job responsibilities or for general administrative convenience. All extensive changes to the Constitution, however, must be approved by Full Council.

5 PROPOSALS AND ISSUES

SCHEME OF DELEGATION

Monitoring Officer's Updates to Scheme of Delegation

- 5.1 The Scheme of Delegation, which sets out how responsibilities are assigned from the Council to its Directors and other officers, has been reviewed and

updated where necessary throughout the year. All revisions made, under the Monitoring Officer's delegated powers, to the Scheme of Delegation in Part 3 of the Constitution have been reported during the year. These reflect legislative changes and updates to titles and jobs as a result of changes to legislation and changes in departmental structures.

New Scheme of Delegation Updates

- 5.2 The London Boroughs of Barnet, Brent, Ealing, Hammersmith and Fulham, Harrow and Hounslow ("the Participating Boroughs") have established the Joint Committee (West London Economic Prosperity Board) pursuant to powers under the Local Government Acts 1972 and 2000, and under the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012. The Committee will exercise executive functions only. This decision to join the Board was taken by the Leader on 12 May 2016. Details of the joint arrangements, including any delegations to joint committees are listed as Appendix 1. These will be found in the Council's scheme of delegations in Part 3 of the Constitution.

Legislative Changes

Enterprise and Regulatory Reform Act 2013

- 5.3 The changes relate in particular to matters covering Listed Buildings that were amended in the Enterprise and Regulatory Reform Act 2013, aimed at reducing the burden of regulation.

Micro Chipping of Dogs

- 5.4 A law making it compulsory to microchip pet dogs came into force on Wednesday 6 April 2016. If a Council finds a dog without a chip, the owner will get 21 days to comply with the law or face a fine of up to £500.

Revised Layout

- 5.5 As previously agreed, except for the Scheme of General Delegation to Chief Officers, the Chief Executive's Scheme of Delegation and the Schemes of Delegation to the Executive Director of Finance and Corporate Governance, Section 151 Officer, the Monitoring Officer and the Director of Law, these Schemes will not form part of the main Constitution document but will be maintained as Annexes to it, in order to reduce the size and complexity of the document.

Constitution Changes

- 5.6 The main changes are set out in the body of this report and in Appendix 2.
- 5.7 In light of the proportionality calculations in the previous report, the following changes to the composition of the Appointments Panel are proposed.

Panel	Current Size	Proposed Size	Allocation Administration	Allocation Opposition
LBHF Chief Executive Only	15	18	10	8
LBHF Chief Officers/Directors	9	5	3	2
Shared Services	3	No change	2	1

5.8 The size of the Chief Executive's Panel reflects the custom of having all the Executive on the interviewing panel. The proposed change to the LBHF Directors Panel allows a more efficient use of Members' time. The Council is recommended to approve the changes set out in Appendix 3.

5.9 If the changes proposed in this report are agreed, there will be consequential changes to terminology and nomenclature throughout the Constitution.

6 EQUALITY IMPLICATIONS

6.1 The equalities implications of this decision has been considered to be neutral.

6.2 Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny 020 8753 2499.

7 LEGAL IMPLICATIONS

7.1 The Local Government Act 2000 requires the Council to have and maintain a Constitution. 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.

7.2 Implications verified by: Tasnim Shawkat, Director of Law 020 8753 2700

8 FINANCIAL IMPLICATIONS

8.1 There are no direct financial implications.

8.2 Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny 020 8753 2499.

9 BUSINESS IMPLICATIONS

9.1 The functions to be discharged by the WLEPB will be with the intention of promoting economic prosperity within the local government areas of the participating boroughs.

9.2 Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny 020 8753 2499.

LOCAL GOVERNMENT ACT 2000 **LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

None.

JOINT COMMITTEE OF THE BOROUGHES OF BARNET, BRENT, EALING, HAMMERSMITH & FULHAM, HARROW AND HOUNSLOW (KNOWN AS “WEST LONDON ECONOMIC PROSPERITY BOARD”)

DRAFT Functions and Procedure Rules

1. Purpose of the Joint Committee

- 1.1 The London Boroughs of Barnet, Brent, Ealing, Hammersmith and Fulham, Harrow and Hounslow (“the Participating Boroughs”) have established the Joint Committee pursuant to powers under the Local Government Acts 1972 and 2000, and under the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012.
- 1.2 The Joint Committee shall be known as ‘**WEST LONDON ECONOMIC PROSPERITY BOARD.**’
- 1.3 The Joint Committee’s role and purpose on behalf of the Participating Boroughs relates to ensuring appropriate, effective and formal governance is in place for the purposes of delivering the West London Vision for Growth and advancing Participating Boroughs’ aspirations for greater economic prosperity in West London, including promoting “the Economic Prosperity Agenda”, in partnership with employers, representatives from regional and central government, and education and skills providers.
- 1.4 The purpose of the Joint Committee will be collaboration and mutual co-operation and the fact that some functions will be discharged jointly by way of the Joint Committee does not prohibit any of the Participating Boroughs from promoting economic wellbeing in their own areas independently from the Joint Committee.
- 1.5 The Joint Committee is not a self-standing legal entity but is part of its constituent authorities. Any legal commitment entered into pursuant of a decision of the Joint Committee must be made by all of the Participating Boroughs.
- 1.6 These Procedure Rules govern the conduct of meetings of the Joint Committee.

2. Definitions

- 2.1 Any reference to “Access to Information legislation” shall mean Part V and VA of the Local Government Act 1972 (as amended) and, to the extent that they are applicable, to the Openness of Local Government Bodies Regulations 2014 (as amended) and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (as amended).

- 2.2 Any reference to “executive”, “executive arrangements”, “executive function” or “committee system” has the meaning given by Part 1A of the Local Government Act 2000.

3. Functions

- 3.1 The Joint Committee will discharge on behalf of the Participating Boroughs the functions listed below related to promoting economic prosperity in West London:

- 3.1.1 Making funding applications and/or bids to external bodies, in relation to economic prosperity for the benefit of the local government areas of the participating local authorities.
- 3.1.2 Allocating any such funding awards to appropriate projects for the benefit of the local government areas of the participating local authorities, including, where applicable, approving joint procurement.
- 3.1.3 Seeking to be the recipient of devolved powers and/or funding streams for the local government areas of the participating local authorities, which relate to the economic prosperity agenda.
- 3.1.4 Exercising any such powers and allocating any such funding.
- 3.1.5 Representing the participating local authorities in discussions and negotiations with regional bodies, national bodies and central government on matters relating to economic prosperity for the benefit of the local government areas of the participating authorities.
- 3.1.6 Representing the participating authorities in connection with the Greater London Authority, London Councils and the London Enterprise Panel, for the benefit of the local government areas of the participating authorities, in matters relating to the economic prosperity agenda.
- 3.1.7 Representing the participating local authorities in discussions and negotiations in relation to pan-London matters relating to economic prosperity.
- 3.1.8 Seeking to influence and align government investment in West London in order to boost economic growth within the local government areas of the participating authorities.
- 3.1.9 Agreeing and approving any additional governance structures as related to the Joint Committee, or any sub-committees formed by the Joint Committee.
- 3.1.10 Representing the participating local authorities in discussions and negotiations with the Secretary of State for Communities and Local Government to encourage legislative reform enabling Economic Prosperity Boards, as defined by the Local Democracy, Economic

Development and Construction Act 2009 Act, to be established by groups of boroughs in London.

3.1.11 Inviting special representatives of stakeholders such as business associations, government agencies such as DWP or Jobcentre Plus, the further education sector, higher education sector, schools, voluntary sector, and health sector to take an interest in, and/or seek to influence, the business of the committee including by attending meetings and commenting on proposals and documents.

3.2 In relation to the Participating Boroughs which operate executive arrangements only executive functions of each borough may be exercised.

4. Membership

4.1 The membership will comprise of 6 members with each Participating Borough appointing one person to sit on the Joint Committee as a voting member.

4.2 Each Participating Borough will make a suitable appointment in accordance with its own constitutional requirements.

4.2.1 Where a Participating Borough operates executive arrangements, then the appointment of a voting member of the West London EPB will be by the leaders of the executive or by the executive. It is anticipated that, where practicable, the leader of each such executive will be appointed to the West London EPB.

4.2.2 Where a Participating Borough does not operate executive arrangements, the appointment of a voting member of the West London EPB will be in accordance with the Borough's own procedures. It is envisaged that this will usually be one of its senior councillors.

4.3 In all cases, the appointed person must be an elected member of the council of the appointing Participating Borough. Appointments will be made for a maximum period not extending beyond each member's remaining term of office as a councillor, and their membership of the Joint Committee will automatically cease if they cease to be an elected member of the appointing Participating Borough.

4.4 Members of the Joint Committee are governed by the provisions of their own Council's Codes and Protocols including the Code of Conduct for Members and the rules on Disclosable Pecuniary Interests.

4.5 Each Participating Borough will utilise existing mechanisms for substitution as laid down in their own Standing Orders. Continuity of attendance is encouraged.

4.6 Where a Participating Borough wishes to withdraw from membership of the Joint Committee this must be indicated in writing to each of the committee members. A six month notice period must be provided.

4.7 When a new borough wishes to become a Participating Borough then this may be achieved if agreed by a unanimous vote of all the existing Participating Boroughs.

5. Chair and Vice-Chair

5.1 The Chair of the Joint Committee will be appointed for 12 months, and will rotate amongst the Participating Boroughs.

5.2 Unless otherwise unanimously agreed by the Joint Committee, each Participating Borough's appointed person will serve as chair for 12 months at a time. Where the incumbent Chair ceases to be a member of the Joint Committee, the individual appointed by the relevant borough as a replacement will serve as Chair for the remainder of the 12 months as chair.

5.3 The Joint Committee will also appoint a Vice-Chair from within its membership on an annual basis to preside in the absence of the Chair. This appointment will also rotate in a similar manner to the Chair.

5.4 At its first meeting, the Committee will draw up the rotas for Chair and Vice-Chair respectively.

5.5 Where neither the Chair nor Vice-Chair are in attendance, the Joint Committee will appoint a Chair to preside over the meeting.

5.6 In the event of any disagreement as the meaning or application of these Rules, the decision of the Chair shall be final.

6. Sub-Committees

6.1 The Joint Committee may establish sub-committees to undertake elements of its work if required.

7. Delegation to officers

7.1 The Joint Committee may delegate specific functions to officers of any of the Participating Boroughs.

7.2 Any such delegation may be subject to the requirement for the officer to consult with or obtain the prior agreement of an officer (or officers) of the other boroughs.

7.3 It may also be subject to the requirement for the officer with delegated authority to consult with the Chair of the Joint Committee and the Leaders of the one or more Participating Boroughs before exercising their delegated authority.

8. Administration

- 8.1 Organisational and clerking support for the Joint Committee, and accommodation for meetings, will be provided by the Participating Borough whose representative is Chair unless otherwise agreed by the Joint Committee. The costs of this will be reimbursed by contributions from the other Participating Boroughs as approved by the Joint Committee.

9. Financial matters

- 9.1 The Joint Committee will not have a pre-allocated budget.
- 9.2 When making a decision which has financial consequences, the Joint Committee will follow the relevant provisions of the Financial Procedure Rules of LB Ealing.

10. Agenda management

- 10.1 Subject to 10.2, all prospective items of business for the Joint Committee shall be agreed by a meeting of the Chief Executives of the Participating Boroughs or their representatives.
- 10.2 It will be the responsibility of each report author to ensure that the impacts on all Participating Boroughs are fairly and accurately represented in the report. They may do this either by consulting with the monitoring officer and chief finance officer of each Participating Borough or by some other appropriate method.
- 10.3 In pursuance of their statutory duties, the monitoring officer and/or the chief financial officer of any of the Participating Boroughs may include an item for consideration on the agenda of a meeting of the Joint Committee, and, may require that an extraordinary meeting be called to consider such items.
- 10.4 Each Participating Borough operating executive arrangements will be responsible for considering whether it is necessary [in order to comply with Access to Information legislation regarding the publication of agendas including Forward Plan requirements] to treat prospective decisions as 'key-decisions' and/or have them included in the Forward Plan. Each Participating Borough operating a committee system will apply its local non statutory procedures.

11. Meetings

- 11.1 The Joint Committee will meet as required to fulfil its functions.
- 11.2 A programme of meetings at the start of each Municipal Year will be scheduled and included in the Calendar of Meetings for all Participating Boroughs.

- 11.3 The quorum for a meeting of the Joint Committee shall require at least 4 of the 6 appointed members (or their substitutes) to be present in order to transact the business as advertised on the agenda.
- 11.4 Access to meetings and papers of the Joint Committee by the Press and Public is subject to the Local Government Act 1972 and to the Openness of Local Government Bodies Regulations 2014. The Joint Committee will also have regard to the Local Authorities (Executive Arrangements) (Meetings and Access to information) (England) Regulations 2012, notwithstanding the fact that its provisions do not strictly apply to the Joint Committee for so long as the committee has any members who are not members of an executive of a Participating Borough.

12. Notice of meetings

- 12.1 On behalf of the Joint Committee, a clerk will give notice to the public of the time and place of any meeting in accordance with the Access to Information requirements.
- 12.2 At least five clear working days in advance of a meeting a clerk to the Joint Committee will publish the agenda via the website of clerk's authority and provide the documentation and website link to the Participating Boroughs to enable the information to be published on each Participating Borough's website. "Five Clear Days" does not include weekends or national holidays and excludes both the day of the meeting and the day on which the meeting is called.
- 12.3 The clerk to the Joint Committee will arrange for the copying and distribution of papers to all Members of the Committee.

13. Public participation

- 13.1 Unless considering information classified as 'exempt' or 'confidential' under Access to Information Legislation, all meetings of the Joint Committee shall be held in public.
- 13.2 Public representations and questions are permitted at meetings of the Joint Committee. Notification must be given in advance of the meeting indicating by 12 noon on the last working day before the meeting the matter to be raised and the agenda item to which it relates. Representatives will be provided with a maximum of 3 minutes to address the Joint Committee.
- 13.3 The maximum number of speakers allowed per agenda item is 6.
- 13.4 Where the number of public representations exceed the time / number allowed, a written response will be provided or the representation deferred to the next meeting of the Joint Committee if appropriate.
- 13.5 The Joint Committee may also invite special representatives of stakeholders such as business associations, government agencies such as DWP or

Jobcentre Plus, the further education sector, voluntary sector, and health sector to take an interest in the business of the committee including by attending meetings and commenting on proposals and documents.

- 13.6 The Chair shall have discretion to regulate the behaviour of all individuals present at the meeting in the interests of the efficient conduct of the meeting.

14. Member participation

- 14.1 Any elected member of the council of any of the Participating Boroughs who is not a member of the Joint Committee may ask a question or address the Committee with the consent of the Chair.

15. Business to be transacted

- 15.1 Standing items for each meeting of the Joint Committee will include the following:

- Apologies for absence
- Declarations of Interest
- Minutes of the Last Meeting
- Provision for public participation
- Substantive items for consideration

- 15.2 The Chair may vary the order of business and take urgent items as specified in the Access to Information Requirements at his / her discretion. The Chair should inform the Members of the Joint Committee prior to allowing the consideration of urgent items.

- 15.3 An item of business may not be considered at a meeting unless:
- (i) A copy of the agenda included the item (or a copy of the item) is open to inspection by the public for at least five clear days before the meeting; or
 - (ii) By reason of special circumstances which shall be specified in the minutes the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency.

- 15.4 "Special Circumstances" justifying an item being considered as a matter of urgency will relate to both why the decision could not be made at a meeting allowing the proper time for inspection by the public as well as why the item or report could not have been available for inspection for five clear days before the meeting.

16. Extraordinary meetings

- 16.1 Arrangements may be made following consultation with Chair of the Joint Committee to call an extraordinary meeting of the Joint Committee. The Chair should inform the appointed Members prior to taking a decision to convene an extraordinary meeting.

- 16.2 The business of an extraordinary meeting shall be only that specified on the agenda.

17. Cancellation of meetings

- 17.1 Meetings of the Joint Committee may, after consultation with the Chair, be cancelled if there is insufficient business to transact or some other appropriate reason warranting cancellation. The date of meetings may be varied after consultation with the Chair and appointed members of the Joint Committee in the event that it is necessary for the efficient transaction of business.

18. Rules of debate

- 18.1 The rules of debate in operation in the Chair's authority shall apply.

19. Request for determination of business

- 19.1 Any member of the Joint Committee may request at any time that:
- The Joint Committee move to vote upon the current item of consideration.
 - The item be deferred to the next meeting.
 - The item be referred back to a meeting of the Chief Executives of the Participating Boroughs for further consideration
 - The meeting be adjourned.
- 19.2 The Joint Committee will then vote on the request.

20. Urgency procedure

- 20.1 Where the Chair (following consultation with the appointed Members of the Joint Committee) is of the view that an urgent decision is required in respect of any matter within the Joint Committee's functions and that decision would not reasonably require the calling of an Extraordinary Meeting of the Joint Committee to consider it and it cannot wait until the next Ordinary Meeting of the Joint Committee, then they may request in writing the Chief Executive of each Participating Borough (in line with pre-existing delegations in each Borough's Constitution) to take urgent action as is required within each of the constituent boroughs.

21. Voting

- 21.1 The Joint Committee's decision making will operate on the basis of mutual cooperation and consent and will take into account the views of the special representatives. It is expected that decisions will be taken on a consensual basis wherever reasonably possible.
- 21.2 Where a vote is required it will be on the basis of one vote per member and unless a recorded vote is requested, the Chair will take the vote by show of hands.
- 21.3 Any matter (save for a decision under Rule 4.7 above) shall be decided by a simple majority of those members voting and present. Where there is an

equality of votes, the Chair of the meeting shall have a second and casting vote.

21.4 Any two members can request that a recorded vote be taken.

21.5 Where, immediately after a vote is taken at a meeting, if any Member so requests, there shall be recorded in the minutes of the proceedings of that meeting whether the person cast his / her vote for or against the matter or whether he/ she abstained from voting.

22. Minutes

22.1 At the next suitable meeting of the Joint Committee, the Chair will move a motion that the minutes of the previous meeting be agreed as a correct record. The meeting may only consider the accuracy of the minutes and cannot change or vary decisions taken at a previous meeting as a matter arising out of the minutes.

22.2 Once agreed, the Chair will sign them.

22.3 There will be no item for the approval of minutes of an ordinary Joint Committee meeting on the agenda of an extraordinary meeting.

23. Exclusion of Public and Press

23.1 Members of the public and press may only be excluded from a meeting of the Joint Committee either in accordance with the Access to Information requirements or in the event of disturbance.

23.2 A motion may be moved at any time for the exclusion of the public from the whole or any part of the proceedings. The motion shall specify by reference to Section 100(A) Local Government Act 1972 the reason for the exclusion in relation to each item of business for which it is proposed that the public be excluded. The public must be excluded from meetings whenever it is likely, in view of the nature of business to be transacted, or the nature of the proceedings that confidential information would be disclosed.

23.3 If there is a general disturbance making orderly business impossible, the Chair may adjourn the meeting for as long as he/she thinks is necessary.

23.4 Background papers will be published as part of the Joint Committee agenda and be made available to the public via the website of each authority.

24. Overview and Scrutiny

24.1 Decisions of the Joint Committee which relate to the executive functions of a Participating Borough will be subject to scrutiny and 'call -in' arrangements (or such other arrangements equivalent to call-in that any Participating Borough operating a committee system may have) as would apply locally to a decision made by that Participating Borough acting alone

- 24.2 No decision should be implemented until such time as the call-in period has expired across all of the Participating Boroughs.
- 24.3 Where a decision is called in, arrangements will be made at the earliest opportunity within the Participating Borough where the Call-In had taken place for it to be heard.
- 24.4 Any decision called in for scrutiny before it has been implemented shall not be implemented until such time as the call in procedures of the Participating Borough concerned have been concluded.

25. Access to minutes and papers after the meeting

- 25.1 On behalf of the Joint Committee, a clerk will make available copies of the following for six years after the meeting:
- (i) the minutes of the meeting and records of decisions taken, together with reasons, for all meetings of the Joint Committee, excluding any part of the minutes of proceedings when the meeting was not open to the public or which disclose exempt or confidential information.
 - (ii) the agenda for the meeting; and
 - (iii) reports relating to items when the meeting was open to the public.

26. Amendment of these Rules

- 26.1 These Rules shall be agreed by the Joint Committee at its first meeting. Any amendments shall be made by the Joint Committee following consultation with the monitoring officers of the Participating Boroughs. Note that Rule 3 (Functions) may only be amended following a formal delegation from each of the Participating Boroughs.

27. Background Papers

- 27.1 Every report shall contain a list of those documents relating to the subject matter of the report which in the opinion of the author:
- (i) disclose any facts or matters on which the report or an important part of it is based;
 - (ii) which have been relied on to a material extent in preparing the report but does not include published works or those which disclose exempt or confidential information and in respect of reports to the Joint Committee, the advice of a political assistant.
- 27.2 Where a copy of a report for a meeting is made available for inspection by the public at the same time the clerk shall make available for inspection
- (i) a copy of the list of background papers for the report
 - (ii) at least one copy of each of the documents included in that list.
- 27.3 The Clerk will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.

Appendix 2

Amendments and Additions to the Constitution

Section:
Executive Members: Responsibilities And Portfolios Cabinet Member For Health And Adult Social Care
Amendments / Additions
Paragraph 1.3 - Replace 'The National Assistance Act' with 'The Care Act'. Paragraph 1.8 - Replace 'health authorities' with 'CCGs'.

Section:
Regulatory and other Committees - Terms of Reference Audit, Pensions and Standards Committee Terms of Reference
Amendments / Additions
6.2 - Bullet point two replace 'acting as the Approval of Accounts Committee, to be held in June' with 'acting as the Approval of Accounts Committee.' Add the following as paragraph 6.6: <i>'The Council has nominated the Committee to be responsible for the effective scrutiny of anti-fraud arrangements and activities.'</i>

Section:
General Functions Delegated to the Chief Executive, all Executive Directors/Directors
5. Legal Proceedings and property matters
Amendments / Additions
Regulation of Investigatory Powers Act 2000 (RIPA) Paragraph 5.7 - Remove '(e.g under Part I and Part II Regulation of Investigatory powers Act 2000)'.

Section:
Director of Law
Part 2 - Functions delegated to the Director of Law in consultation / conjunction with other officers

Amendments / Additions

Paragraph 12.1 – Delete “in conjunction with the Head of Litigation” in column 2 and add “Chief Solicitor (Property and Planning)” in column 3.

Section:**Responsibilities of the Chief Executive and Executive Directors / Directors****2. The Strategic Director for Financial Corporate Services****Amendments / Additions**

Replace 2.1 (d): ‘be responsible for the provisions of the Accounts and Audit Regulations 2003 (as amended) in respect of the need to maintain an adequate and effective system of internal audit of the Council’s accounting records and of its system of internal control in accordance with proper internal audit practices.’

With: ‘be responsible for the provisions of the Accounts and Audit Regulations 2015 which require the responsible authority to undertake an effective internal audit to evaluate the effectiveness of its risk management, control, and governance processes.’

Section:**Executive Director of Adult Social Care And Health
Adult Social Services Functions****Amendments / Additions**

Replace the current section with the following:

1. The Executive Director of Adult Social Care and Health is the statutory Director of Adult Social Care and therefore shall exercise those functions in respect of adults as set out in Schedule 1 of the Local Authority Social Services Act 1970 (as amended), other than those functions for which the Executive Director of Children’s Services is responsible, and may delegate them to another member of staff.
 - 1.1 To arrange for the effective operation of the Council’s responsibilities under the Care Act 2014 and all relevant social care legislation for the assessment, purchase and provision of social care services, with appropriate review processes, for adults including people with disabilities, older people, people with mental health needs, people with substance misuse problems, adults with learning disabilities (including people with autistic spectrum disorder and a dual diagnosis incorporating mental health needs and learning disability) and people with HIV/AIDS.
 - 1.2 To incur expenditure to limits imposed by the estimates, subject to:
 - (a) Statutory approval where required.
 - (b) Estimates being approved where necessary.
 - 1.3 To authorise officers to act in connection with the powers and duties

conferred on the Council to institute or defend on behalf of the Council proceedings before any court and to appear on behalf of the Council before such a court in any proceedings instituted by the Council, or on the Council's behalf, or against the Council.

- 1.4 To enter into arrangements with the private and voluntary sector for the provision of the facilities and services already the subject of delegation to the Director under this scheme.
- 1.6 In agreement with the Director of Law and the Chief Executive to enter into agreements with the Hammersmith & Fulham CCG and/or other NHS bodies in accordance with section 75 of the National Health Services Act 2006 including:
 - (a) the pooling of local authority and NHS funds
 - (b) agreeing to joint and/or lead agency commissioning arrangements
 - (c) agreeing to joint and/or lead agency integrated provision of services
 - (d) the sharing of information systems on such terms as he considers appropriate.
- 1.7 To administer a system of charging for residential care and domiciliary care services, if such charges have been approved by the Council, consistent with the Care Act 2014, the Care and Support (Charging and Assessment of Resources) Regulations and the Care Act statutory guidance
- 1.8 The Executive Director of Adult Social Care and Health may delegate the above functions to proper officers employed by the Royal Borough of Kensington and Chelsea and/or Westminster City Council to be exercised under agreed joint arrangements.

The Director of Integrated Care, Adult Social Care, is responsible for the powers and duties set out below, unless otherwise specified.

2. CARE ACT 2014

- 2.1 To make arrangements whereby the Council meets its safeguarding responsibilities in accordance with the Care Act 2014 and accompanying statutory guidance, ensure that a borough Safeguarding Adults Board meets regularly and agrees multi-agency policies and procedures to protect vulnerable adults, and produces a yearly strategic plan and an annual report.
- 2.2 To promote the welfare and independence of, and ensure the protection of vulnerable adults through the assessment of needs, the arrangement of services and the provision of facilities and assistance, where appropriate, to meet those needs, for adults and their carers, including the making of direct payments.
- 2.3 To refer disputes with other local authorities over the ordinary residence of clients to the Secretary of State for resolution.

2.4 To take reasonable steps to prevent or mitigate the loss or damage where it appears to the Council that there is a danger of loss or damage to movable property of an adult's in the authority's area where an adult is having needs for care and support met by the provision of accommodation, or is admitted to hospital

3. MENTAL HEALTH ACT 1983

5.1 To authorise officers to act as Approved Mental Health Professionals

5.2 To take such action as may be necessary for the administration of a person's affairs where that person is unable to do so by reason of mental disorder (within the meaning of the Mental Health Act 1983) and for managing his affairs in accordance with any direction which might be issued by the Court of Protection (for Deputyship under the Mental Capacity Act 2005 see para. 6.4 below).

5.3 To authorise an application by an approved mental health professional to the County Court for an Order substituting an approved mental health professional or any other specified person as the nearest relative of a person suffering from mental disorder (within the meaning of the Mental Health Act 1983).

5.4 To decide whether or not persons should be received into the Guardianship of the Council in accordance with the provisions of the Act.

5.5 To provide after care services under s117 Mental Health Act 1983.

6. MENTAL CAPACITY ACT 2005

6.1 To appoint appropriate officers as best interest assessors.

6.2 To make decisions on behalf of the Council as the supervising body where a request is made by a managing authority for the authorisation of a deprivation of liberty.

6.3 To apply to the Court of Protection where authorisation of a deprivation of liberty is necessary but cannot take place under the Mental Capacity Act Schedule A1 process.

6.3 To apply to the Court of Protection under the Mental Capacity Act 2005 for Deputyship for Property and Affairs or for Welfare as necessary or to apply under the Court's inherent jurisdiction as appropriate.

Section:

**The Environmental Services 'Service Group' Directors
Scheme of Delegation**

Amendments / Additions**Amendments:-****8. Animal By Products (Enforcement) (England) Regulations 2011**

Add 'Animal By Products (Enforcement) (England) Regulations 2013'.

Add 'Animals and Animal Products (Import and Export) Regulations 2006 (as amended)'.

65. European Communities Act 1972

Add Environmental Health Officer to Proper Officer column.

67. Explosive Regulations 2014

Amend with 'Explosives Regulations 2014 (Amendment) Regulations 2016'

202. Safety of Sports Grounds Act 1975

Add Environmental Health Officer to Proper Officer column.

Additions:-

Add 'The Health and Safety and Nuclear (Fees) Regulations 2016'.

Section:**The Environmental Services 'Service Group' Directors Scheme of Delegation****Amendments / Additions**

Add the following:

Function	Proper Officer
<p>The Microchipping of Dogs (England) Regulations 2015 These Regulations impose duties on the keepers of dogs: Regulation 3, s1 – That a dog that is over 8 weeks old and is not a certified working dog must be microchipped and the details of the dog and the keeper kept on an authorised database. Regulation 3, s3 – Any keeper who imports a dog must ensure it is microchipped within 30 days Regulation 8, s1 – Where a dog is transferred to another keeper the new keeper must ensure that the details on the microchip are updated with the new keepers details. Regulation 8, s2 – No keeper may transfer a dog to a new keeper unless it has been microchipped. Regulation 3, s2 – The duty to ensure a dog over the age of 8 weeks is microchipped does not apply for as long as a veterinary surgeon certifies, on a form approved by the Secretary of State, that a dog should not be microchipped</p>	<p>Director for Cleaner, Greener & Cultural Services, Director for Safer Neighbourhoods, Director of Housing Services Head of Waste & Streetscene, Head of Community Safety, Head of Parks & Leisure, Head of Estate Services</p>

for reasons of the animal's health.

Regulation 11 – Authorised person

s1 – The Secretary of State may authorise in writing any person (“an authorised person”) to act for the purposes of enforcing these Regulations.

s2 A local authority in whose area a dog is kept may authorise in writing any person (“an authorised person”) to act for the purposes of enforcing these Regulations in its area.

Regulation 12 – Powers of an authorised person

An authorised person may, on producing the written authorisation mentioned in Regulation 11 (1) or 11(2), if required:

- (a) Serve on the keeper of a dog which is not microchipped an notice requiring the keeper to have the dog microchipped within 21 days;
- (b) Where the keeper of a dog has failed to comply with a notice under paragraph 12 (a), without the consent of the keeper -
 - (i) Arrange for the dog to be microchipped; and
 - (ii) Recover from the keeper the cost of doing so;
- (c) Take possession of a dog without the consent of the owner for the purposes of checking whether it is microchipped or for the purpose of microchipping it in accordance with 12 (b)(i).

Any post incorporating the words “Streetscene Enforcement”, “Parks Constable”, “Community Safety”, “Housing Manager”, “Housing Officer”

Section:

The Environmental Services ‘Service Group’ Directors Scheme of Delegation (Cont.)

Amendments / Additions

Add the following:

Section 169 - Control of scaffolding on highways

Section 170- Control of mixing mortar, etc. on highways

Section 171 – Section Deposit of building materials on highway

Section 172 – Section Hoarding to be set up during building, etc.

Section 173 - Erection of hoarding during building etc.

Section 174 - Precautions to be taken when executing works in streets

Section 178 – Restrictions on rails, beams and cables over a highway etc.

Public Health Act 1936

Replace 'Deputy Head of Emergency Services' with 'Head of Emergency Services'.
Add Deputy Mortuary Manager.

Coroners Act 1988

Add Head of Emergency Services

Anti-Social Behaviour Crime and Policing Act 2014

Replace entire section with the following:

Section 5 – Power to apply for civil injunction to prevent antisocial behaviour

Section 53 - To issue Community Protection Notices

Section 52 – To issue Fixed Penalty Notices for breach of Community Protection Notices

Section 68 – To issue Fixed Penalty Notices for breach of a Public Space Protection Order

Section 76 – Power to issue closure notice on a premises

Section 95 – Power to serve notice for absolute grounds for possession for ASB for secure tenancies.

Section 97 - Power to serve notice for absolute grounds for possession for ASB for assured tenancies.

Section 98 & 99 – Power to serve notice for discretionary grounds for possession for secure and assured tenancies.

Proper officers:

Director of Cleaner Greener & Cultural Services, Director for Safer Neighbourhoods, Director of Housing Services, Head of Waste & Street Enforcement

Prevention of Damage by Pest Act 1949

Replace entire section with the following:

'Section 1- 54 Prevention of Damage by Pest Act 1949 – Investigation and enforcement action on waste on private land and statutory duty to keep land free of rats and mice.'

London Local Authorities Act 1990

Replace section with the following:

'Section 28,29,30 & 32 - Revocation or Variation of Licences under Part 111 (includes non-payment of fees).

Section 34 & 38 - Offences of breach of a street trading licence and unlicensed street trading.'

Proper Officers:

Director for Safer Neighbourhoods, Director for Cleaner Greener & Cultural Services and Business, Head of Customer and Business Support Development, Sub-Licencing Committee

Section:

**The Environmental Services 'Service Group' Directors
Shared Powers**

Amendments / Additions

Add the following:

Highways Act - S 178 – Restrictions on rails, beams and cables over a highway etc.

APPOINTMENTS PANELS

CONSTITUTION AND TERMS OF REFERENCE

1. Membership

PANEL A – For the appointment of the Council’s Chief Executive – 10:8

- All Members of the Executive
- Leader of the Opposition
- 7 other Opposition members

Quorum - 7

PANEL B - For appointment of LBHF Directors – 3:2

- The Leader (Chair) or a named substitute
- Deputy Leader (Vice-Chair) or a named substitute
- The Cabinet Member of the relevant appointment area

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

- Leader of the Opposition or a named substitute
- An Opposition Member

Quorum - 3

PANEL C - For the appointment of Chief Officer or Directors with responsibility for shared services covering more than one Council – 2:1

- An LBHF Appointments Panel, meeting concurrently with the Panel(s) for the other Council(s), will comprise 3 members including the relevant Cabinet Member. The remaining membership will be split in the ratio of administration to opposition members. A Chief Officer or Director will be appointed under these arrangements only if each Council’s Appointment Panel so agrees.

Quorum - 2


OTHER APPOINTMENTS

- Other appointments for joint heads of service, other than at Chief Officer level, may be conducted by Members under these arrangements where all relevant authorities agree that the appointment should be made by Members.

3. Decision-making powers

- 3.1. To carry out interviews and make appointments in respect of all statutory Chief Officers and non-statutory Chief Officers/Directors except in the case of the Chief Executive (where the appointment is by a recommendation to full Council). Interim appointments do not require to be decided by an Appointments Panel.
- 3.2. To be responsible for the terms and conditions of service, grievance and disciplinary matters (including suspension and dismissal) of the officers specified above, except for disciplinary matters relating to the Council's Head of Paid Service, Monitoring Officer and Chief Financial Officer, which shall be dealt with as set out in the Officer Employment Rules of Procedure.
- 3.3. To receive and consider reports from an independent person, under regulation 7 of the Local Authorities (Standing Orders) (England) Regulations 2001, designated to investigate allegations of misconduct against the Council's Head of Paid Service, Monitoring Officer or Chief Financial Officer.
- 3.4. To notify the Proper Officer of the name and any relevant details relating either to the appointment or dismissal of any of the Chief Officers set out above, in accordance with paragraphs 5 & 6 of Part II Schedule I of the Local Authorities (Standing Orders) (England) Regulations 2001, and to appoint or dismiss accordingly, no objection having been received from the Executive within the timescale specified by the proper officer for lodging such objections.

Agenda Item 6.8

London Borough of Hammersmith & Fulham		 hammersmith & fulham
COUNCIL		
18 May 2016		
MEMBERS ALLOWANCES SCHEME		
Report of the Chief Executive – Nigel Pallace		
Open Report		
Classification: For Decision		
Key Decision: No		
Wards Affected: None		
Accountable Director: Tasnim Shawkat – Monitoring Officer		
Report Author: Kayode Adewumi, Head of Governance and Scrutiny	Contact Details: Tel: 020 8753 2499 E-mail: kayode.adewumi@lbhf.gov.uk	

1. EXECUTIVE SUMMARY

- 1.1. This report requests confirmation of the Members' Allowances Scheme approved by Council at its meeting on 24 February 2016.

2. RECOMMENDATIONS

- 2.1. That the Members' Allowances Scheme 2016/17, attached at Appendix 1, be approved.

3. REASONS FOR DECISION

- 3.1. 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 and approve any amendments to the scheme.

4. INTRODUCTION AND BACKGROUND

- 4.1 Council approved the 2016/17 Members' Allowances scheme at its meeting in February 2016. There are no proposed revisions to the scheme.
- 4.2 In line with the Independent Remuneration Panel's recommendation, it is proposed that only one SRA should be paid to a councillor in respect of duties

with the same authority. Where a Councillor is entitled to two SRAs, he or she will be paid the highest allowance.

4.3 During the review of the Allowances Scheme in February 2016, the Council formally took into account the recommendations of the local Independent Panel on Remuneration for Councillors. It was decided that the Council would continue to set its own SRA in line with local conditions. Under Regulation 5 of the Local Authorities (Members' Allowances) (England) Regulations 2003, the Council has the powers to agree the amount it pays its members.

4.4 In line with the Independent Remuneration Panel's recommendation, the Council recognises the need for Dependent Carers payments to have regard to local circumstances and the nature of specialist care. The ordinary carer should be remunerated at not less than the London living wage of £9.40 per hour and payment should be made at a higher rate when specialist skills or care is required to attend meetings.

5. LEGAL IMPLICATIONS

5.1 The proposals contained within the report are in line with the Local Government Act 2000 and appropriate regulations. The legal implications for this report are contained in the body of the report.

5.2. Implications verified by: Tasnim Shawkat, Director of Law 020 8753 2700

6. FINANCIAL IMPLICATION

6.1 The Strategic Finance Director can confirm that there is sufficient provision in the existing budget to fund the costs as contained in this report.

6.2 Implications verified by: Andrew Lord. Head of Strategic Planning and Monitoring, Corporate Finance, 020 8753 2531

7. EQUALITY IMPLICATIONS

7.1 The equalities implications of this decision has been considered to be neutral.

7.2 Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny 020 8753 2499.

8 BUSINESS IMPLICATIONS

8.1 There are none.

8.2 Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny 020 8753 2499.

LOCAL GOVERNMENT ACT 2000 - LIST OF BACKGROUND PAPERS

None.

Members' Allowances Scheme 2016-17 [Effective from 1st April 2016]

This scheme is made in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Regulations") for 2016–2017 and subsequent years. The allowances scheme has been prepared having regard to the report of the Independent Panel on the Remuneration of Councillors in London established by London Councils on behalf of all London Councils, co-authored by Sir Rodney Brooke CBE DL (Chair), Steve Bundred and Anne Watts CBE, and published in June 2014.

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 £10,703 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 (SRAs), but in line with Administration's priorities, it has been decided to freeze the Council's own scheme of SRAs at the same level approved for 2014/15 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	£32,186.70
Deputy Leader	£26,816.40
Other Cabinet members (8)	£21,454.20
Chief Whip (where not a member of Cabinet)	£21,454.20
Deputy Chief Whip (2)	£5,564.70
Chair of Policy & Accountability Committees (5)	£5,564.70
Leader of the Opposition	£16,086.60

Deputy Leader of the Opposition	£5,564.70
Opposition Whip	£5,564.70
Chair of Planning and Development Control Committees, Audit, Pensions and Standards Committee, Licensing Committee, and Councillor Member on Adoption and Fostering Panel	£5,564.70
The Mayor	£10,729.80
Deputy Mayor	£5,564.70
Lead Members (2) – Contracts, and Hospitals and Health Care	£2,700.00

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.

1. Other Allowances

a) *Dependent Carer Allowance*

Dependant carer allowance is payable in respect of expenses incurred for the care of a Councillor'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) £4.70 per half hour before 10 pm; £5.31 per half hour after 10 pm (not payable in respect of a member of the Councillor's household).

b) *Travel & Subsistence*

Travel 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. There will be no payment for intra Borough travel under this scheme unless where a member requires assistance to discharge his or her duties due to ill health or other circumstances approved by the Monitoring Officer. Taxis can be taken by Members who attend approved outside bodies and committee meetings out of the borough

(1) Public Transport

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

(2) Car mileage

45 pence per mile.

(3) 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 continue to be paid in the case of sickness, maternity and paternity leave in the same way as employees.

2. Annual Increase

The allowances in this scheme apply to the financial year 2016/17. All allowances have been frozen at the 2014/15 level.

3. 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.

4. 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.

5. Withholding of allowances

In the event of a Councillor being suspended or partially suspended, the Audit, Pensions and 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.

6. 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.

7. Non Entitlement to more than One SRA

A member shall not receive more than one SRA in respect of duties undertaken with the authority. Where a Councillor is entitled to two SRAs, he or she will be paid the highest allowance.

8. Pensions

No Members of the Council shall be entitled to membership of the Local Government Pension Scheme in accordance with Section 7 of the Superannuation Act 1972.

ALLOWANCES FOR CO-OPTED MEMBERS AND INDEPENDENT MEMBERS OF THE AUDIT, PENSIONS AND STANDARDS COMMITTEE

Co-optees

Co-opted members shall be paid £504.00 per annum by equal monthly instalments of £42.00 on the 15th of each month.

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

Independent Members

The London Borough of Hammersmith and Fulham shall pay an allowance to one of the two appointed Independent Members at a flat rate allowance of £504 per annum payable by equal monthly instalments of £42.00 on the 15th of each month.

Agenda Item 7.1

SPECIAL MOTION NO. 1 – NO CONFIDENCE IN THE RT HON JEREMY HUNT MP, THE SECRETARY OF STATE FOR HEALTH

Standing in the names of:

- (i) Councillor Vivienne Lukey
- (ii) Councillor Sharon Holder

“This Council is deeply concerned about the government’s approach to Charing Cross Hospital and to the junior doctors that serve our residents. It concludes it has no confidence in the Rt Hon Jeremy Hunt MP, the Secretary of State for Health, and calls on him to resign.”