

COUNCIL AGENDA

ANNUAL COUNCIL MEETING

Wednesday 24 May 2023



The Mayor – Councillor Emma Apthorp
Deputy Mayor – Councillor Daryl Brown

ADDISON

Jacolyn Daly (L)
Ross Melton (L)

AVONMORE

Laura Janes (L)
David Morton (L)

BROOK GREEN

Stala Antoniades (L)
Adam Peter Lang (L)

COLLEGE PARK & OLD
OAK

Wesley Harcourt (L)
Bora Kwon (L)
Alexandra Sanderson (L)

CONINGHAM

Lisa Homan (L)
Rowan Ree (L)
Rory Vaughan (L)

FULHAM REACH

Lucy Richardson (L)
Omid Miri (L)
Nikos Souslous (L)

FULHAM TOWN

Victoria Brocklebank-
Fowler (C)
Andrew Dinsmore (C)

GROVE

Stephen Cowan (L)
Helen Rowbottom (L)

HAMMERSMITH
BROADWAY

Emma Apthorp (L)
Patricia Quigley (L)

LILLIE

Ben Coleman (L)
Sharon Holder (L)

MUNSTER

Adronie Alford (C)
Alex Karmel (C)
Dominic Stanton (C)

PALACE & HURLINGHAM

Aliya Afzal-Khan (C)
Jackie Borland (C)
Amanda Lloyd-Harris (C)

PARSONS GREEN &
SANDFORD

Jose Afonso (C)
Adrian Pascu-Tulbure (C)

RAVENSCOURT

Liz Collins (L)
Patrick Walsh (L)

SANDS END

Paul Alexander (L)
Ashok Patel (L)
Ann Rosenberg (L)

SHEPHERDS BUSH
GREEN

Zarar Qayyum (L)
Mercy Umeh (L)

WALHAM GREEN

Trey Campbell-Simon (L)
Genevieve Nwaogbe (L)

WENDELL PARK

Rebecca Harvey (L)
Asif Siddique (L)

WEST KENSINGTON

Daryl Brown (L)
Florian Chevoppe-Verdier
(L)
Sally Taylor (L)

WHITE CITY

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

WORMHOLT

Max Schmid (L)
Nicole Trehy (L)

SUMMONS

Councillors of the London Borough of
Hammersmith & Fulham
are requested to attend the
Annual Meeting of the Council on
Wednesday 24 May 2023
at 3 Shortlands, W6 8DA

The Council will meet at 7.00pm

You can watch the meeting live on YouTube:

[youtube.com/hammersmithandfulham](https://www.youtube.com/hammersmithandfulham)

This meeting is open to the public, but spaces are
limited. Please contact David.Abbott@lbhf.gov.uk if
you would like to attend.

16 May 2023
3 Shortlands
Hammersmith, W6 8DA

Sharon Lea
Interim Chief Executive

Full Council Agenda

24 May 2023

<u>Item</u>		<u>Pages</u>
1.	ELECTION OF THE MAYOR	
2.	PRESENTATION BY THE YOUTH MAYOR AND YOUTH CABINET	
3.	APOLOGIES FOR ABSENCE	
4.	DECLARATIONS OF INTERESTS 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. 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. 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. Councillors are not obliged to withdraw from the meeting where a dispensation to that effect has been obtained from the Standards Committee.	
5.	MINUTES To approve the minutes of the meeting held on 23 Feb 2023.	6 - 24
6.	MAYOR'S/CHIEF EXECUTIVE'S ANNOUNCEMENTS	
7.	<u>ITEMS FOR DISCUSSION/COMMITTEE REPORTS</u>	
7.1	PARTY APPOINTMENTS FOR THE 2023/24 MUNICIPAL YEAR	25
7.2	REVIEW OF THE CONSTITUTION	26 - 30

7.3	APPOINTMENT BY THE LEADER OF THE DEPUTY LEADER AND CABINET	31 - 33
7.4	ALLOCATION OF SEATS AND PROPORTIONALITY ON COMMITTEES	34 - 38
7.5	APPOINTMENT OF CHAIRS AND COMMITTEE MEMBERSHIPS	39 - 43
7.6	COUNCIL APPOINTMENTS TO LOCAL GOVERNMENT ORGANISATIONS AND OUTSIDE BODIES	44 - 50
7.7	MEMBERS' ALLOWANCES SCHEME 2023/24	51 - 61
7.8	APPOINTMENT OF CHIEF EXECUTIVE AND HEAD OF PAID SERVICE	62 - 63
7.9	APPOINTMENT OF INDEPENDENT PERSONS	64 - 66
7.10	COUNCIL CALENDAR 2023/24	67 - 69
7.11	THE LEADER'S ANNUAL REPORT (VERBAL)	
8.	<u>INFORMATION REPORTS - TO NOTE</u>	
8.1	ANNUAL REPORT OF THE POLICY AND OVERSIGHT BOARD AND POLICY AND ACCOUNTABILITY COMMITTEES 2022/23	70 - 88
8.2	SPECIAL URGENCY DECISIONS - MONITORING REPORT	89 - 95

COUNCIL MINUTES

BUDGET COUNCIL MEETING

THURSDAY 23 FEBRUARY 2023

PRESENT

Deputy Mayor – Councillor Daryl Brown

Councillors:

Jose Afonso	Sharon Holder	Patricia Quigley
Paul Alexander	Lisa Homan	Rowan Ree
Adronie Alford	Laura Janes	Ann Rosenberg
Stala Antoniadou	Andrew Jones	Helen Rowbottom
Jackie Borland	Alex Karmel	Alex Sanderson
Victoria Brocklebank-Fowler	Bora Kwon	Max Schmid
Trey Campbell-Simon	Adam Peter Lang	Asif Siddique
Florian Chevoppe-Verdier	Amanda Lloyd-Harris	Nikos Souslous
Ben Coleman	Ross Melton	Dominic Stanton
Liz Collins	Omid Miri	Sally Taylor
Stephen Cowan	Genevieve Nwaogbe	Nicole Trehay
Jacelyn Daly	Adrian Pascu-Tulbure	Frances Umeh
Andrew Dinsmore	Ashok Patel	Mercy Umeh
Wesley Harcourt	Natalia Perez	Rory Vaughan
Rebecca Harvey	Zarar Qayyum	Patrick Walsh

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Apthorp, Afzal-Khan, Richardson, and Morton

Councillors Patel, Quigley, Rosenberg, and Rowbottom joined the meeting remotely. They did not speak or vote on the decision reports.

2. DECLARATIONS OF INTERESTS

There were no declarations of interest.

3. MINUTES

7.07pm – The minutes of the Council meeting held on 18 January 2023 were agreed as an accurate record.

4. MAYOR'S/CHIEF EXECUTIVE'S ANNOUNCEMENTS

Bush Theatre “Theatre of the Year” Award and 50th Anniversary

The Deputy Mayor noted that The Bush Theatre had been named “Theatre of the Year” at the recent Stage Awards 2023 held at Theatre Royal, Drury Lane. The awards celebrated excellence in British theatre across the whole of the UK. 2023 also marked the 50th anniversary of the Bush Theatre’s opening. The Deputy Mayor said the Council was proud to support our local cultural industry and congratulated the staff for achieving this prestigious award.

Russia’s Invasion of Ukraine

The Deputy Mayor noted that the 24th of February 2023 marked the one-year anniversary of Russia’s invasion of Ukraine. She said the Council supported the people of Ukraine and remembered those who had died, been injured, and displaced by this brutal war.

Speeches marking the anniversary were made by the Leader of the Council, Councillor Stephen Cowan, and the Leader of the Opposition, Councillor Victoria Brocklebank-Fowler.

The Council then observed a minute of silence in their memory.

5. PUBLIC QUESTIONS (20 MINUTES)

The Deputy Mayor thanked the residents who submitted questions. Questions 1, 3, 4, 6, and 8 were addressed in the meeting. The Deputy Mayor explained that any questions not addressed in the meeting would receive written responses. All questions and responses can be found in Appendix 1.

6. ITEMS FOR DISCUSSION/COMMITTEE REPORTS

6.1 Revenue Budget and Council Tax Levels 2023/24

7.35pm – The report and recommendations were formally moved for adoption by the Leader of the Council, Councillor Stephen Cowan.

In accordance with Council convention, the Leader of the Council, Councillor Stephen Cowan, and the Leader of the Opposition, Councillor Victoria Brocklebank-Fowler, were given unlimited time to speak on the Budget report.

Speeches on the report were also made by Councillors Bora Kwon, Rebecca Harvey, and Rowan Ree (for the Administration) – and Councillors Adronie Alford, Amanda Lloyd-Harris, and Jose Afonso (for the Opposition).

The Leader of the Council, Councillor Stephen Cowan, then 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
Alexander Antoniades Campbell-Simon Chevoppe-Verdier Coleman Collins Cowan Daly Harcourt Harvey Holder Homan Janes Jones Kwon Lang Melton Miri Nwaogbe Perez Qayyum Ree Sanderson Schmid Siddique Souslous Taylor Trehy Umeh (Frances) Umeh (Mercy) Vaughan Walsh	Afonso Alford Borland Brocklebank-Fowler Dinsmore Karmel Lloyd-Harris Pascu-Tulbure Stanton	Daryl Brown

FOR	32
AGAINST	9
NOT VOTING	1

The recommendations were declared **CARRIED**.

9.19pm – RESOLVED:

That Full Council, for the reasons set out in the report and appendices, agreed:

1. To increase the Hammersmith & Fulham element of Council Tax by 2.99% as modelled by the government in its spending power calculations for local government

2. To apply the Adult Social Care precept levy of 2% as modelled by the government in its spending power calculations for local government.
3. To set the council's own total net expenditure budget for 2023/24 at £132.627m
4. To approve **£10.651m** of new investment on key services for residents.
5. To approve fees and charges, as set out in paragraph 10, including freezing charges in adult social care, children's services, and general fund housing.
6. To note the budget projections to 2026/27 made by the Director of Finance in consultation with the Strategic Leadership Team.
7. To note the statement of the Director of Finance, under Section 25 of the Local Government Act 2003, regarding the adequacy of reserves and robustness of estimates (paragraph 37).
8. To approve the reserves strategy and realignment of reserves as set out in Appendix J and Appendix K.
9. To require all Directors to report on their projected financial position compared to their revenue estimates in accordance with the Corporate Revenue Monitoring Report timetable.
10. To authorise Directors to implement their service spending plans for 2023/24 in accordance with the recommendations within this report, the council's Standing Orders, Financial Regulations, relevant Schemes of Delegation and undertake any further consultation required regarding the Equalities Impact Assessment.
11. Set the council's element of Council Tax for 2023/24 for each category of dwelling, as outlined in the table below and in full in Appendix A and calculated in accordance with Sections 31A to 49B of the Localism Act 2011.

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	581.23	678.11	774.98	871.86	1,065.59	1,259.34	1,453.10	1,743.72

12. To note, based on the Mayor of London's draft consolidated budget, the element of Council Tax to be charged by the Greater London Authority in accordance with Section 40 of the Local Government Finance

Act 1992 for each of the categories of dwellings as shown in the table below.

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 £
b) GLA	289.43	337.66	385.90	434.14	530.62	627.09	723.57	868.28

13. That the overall Council Tax to be set at £1,306.00 per Band D property as follows:

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	581.23	678.11	774.98	871.86	1,065.59	1,259.34	1,453.09	1,743.72
b) GLA	289.43	337.66	385.90	434.14	530.62	627.09	723.57	868.28
c) Total	870.66	1,015.77	1,160.88	1,306.00	1,596.21	1,886.43	2,176.66	2,612.00

14. To authorise the Director of Finance 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's Scheme of Delegation.

6.2 Four Year Capital Programme 2023-27 and Capital Strategy 2023/24

9.19pm – The report and recommendations were moved for adoption by the Cabinet Member for Finance and Reform, Councillor Rowan Ree.

Speeches on the report were made by Councillors Andrew Jones, Rowan Ree, Paul Alexander (who made his maiden speech), Florian Chevoppe-Verdier, Frances Umeh, and Max Schmid (for the Administration) – and Councillors Adrian Pascu-Tulbure and Andrew Dinsmore (for the Opposition).

The report and recommendations were then put to the vote:

FOR	32
AGAINST	9
NOT VOTING	0

The recommendations were declared **CARRIED**.

9.54pm – RESOLVED:

That Full Council agreed:

1. To approve the four-year General Fund Capital Programme budget at £123.6m for the period 2023/24-2026/27 (presented in Table 2 and Appendix 1).
2. To approve the continuation of rolling programmes for 2023/24 funded from the Council's mainstream resources. For financial modelling purposes, these programmes are assumed to continue at the same level until 2026/27:

	£m
Corporate Planned Maintenance	2.400
Footways and Carriageways	2.030
Column Replacement	0.346
Total	4.776

3. To delegate approval of the detailed programmes for use of the rolling programmes, in recommendation 2, to the relevant SLT Director in consultation with the Director of Finance and relevant Lead Cabinet Member.
4. To approve the four-year Housing (HRA) Capital Programme at £383.2m for the period 2023/24-2026/27 as set out in Table 5 and Appendix 1.
5. To delegate authority to the Director of Finance in consultation with the Cabinet Member for Finance and Reform to approve the potential use of up to £4.3m of capital receipts under the Government's Flexible Use of Capital Receipts provisions for funding of Invest to Save schemes in 2023/24 and 2024/25 (as identified in Appendix 4) and potential match-funding opportunities.
6. To approve the Capital Strategy 2023/24, as set out in Appendix 3.
7. To approve the annual Minimum Revenue Provision policy statement for 2023/24, as set out in Appendix 5.
8. To note the existing mainstream funded schemes previously approved, but now reprofiled to 2023/24 and future years as detailed in Table 3.

6.3 Treasury Management Strategy Statement 2023/24

9.54pm – The report and recommendations were moved for adoption by the Cabinet Member for Finance and Reform, Councillor Rowan Ree.

Speeches on the report were made by Councillor Rowan Ree and Jacolyn Daly (for the Administration) – and Councillor Adrian Pascu-Tulbure (for the Opposition).

The Guillotine fell at 10.03pm and the report and recommendations were put to the vote:

FOR	32
AGAINST	0
NOT VOTING	9

The recommendations were declared **CARRIED**.

10.03pm – RESOLVED:

Full Council agreed that:

1. Approval is given to the future borrowing and investment strategies as outlined in this report.
2. The Director of Finance, in consultation with the Cabinet Member for Finance and Reform, be delegated authority to manage the Council's cash flow, borrowing and investments in 2023/24 in line with this report.
3. In relation to the Council's overall borrowing for the financial year, to approve the Prudential Indicators as set out in this report and the revised Annual Investment Strategy set out in Appendix E.

6.4 Pay Policy Statement 2023/24

10.03pm – The Guillotine had fallen so the report and recommendations were taken as moved and put to the vote:

FOR	32
AGAINST	0
NOT VOTING	9

The recommendations were declared **CARRIED**.

10.03pm – RESOLVED:

1. That Full Council approved the pay policy statement for 2023/24 as set out in Appendix 1 of the report.
2. That Full Council noted the benchmarking of the Council's median pay multiple against the average of other Inner London Boroughs contained in section 2.5 of the report.

6.5 Members Allowances Scheme Annual Review 2023/24

10.03pm – The Guillotine had fallen so the report and recommendations were taken as moved and put to the vote:

FOR	32
AGAINST	0
NOT VOTING	9

The recommendations were declared **CARRIED**.

10.03pm – RESOLVED:

1. That the recommendations of the Independent Panel on the remuneration of Councillors in London (January 2022) be noted.
2. That the Members' Allowances Scheme 2023/24 as set out in the report and attached as Appendix 1, be approved.
3. That changes for 2023/24 to Members' Allowances are made in line with any changes to the national local government pay award, be approved.

6.6 Review of the Constitution

10.04pm – The Guillotine had fallen so the report and recommendations were taken as moved and put to the vote:

FOR	UNANIMOUS
AGAINST	0
NOT VOTING	0

The recommendations were declared **CARRIED**.

10.04pm – RESOLVED:

1. That Full Council approved the revisions to the Constitution listed in the report.

Meeting started: 7.03 pm
Meeting ended: 10.05 pm

Mayor

Public Questions and Responses

Question 1

From: Andrew Pendleton, Resident
To: Cabinet Member for Public Realm

Question: I really welcome the new clean air neighbourhoods initiative as air pollution is a massive tax on our health and well-being, but this only deals with curbing out of borough traffic. What plans does the council have for measures to deter local traffic and encourage healthier, cheaper and more climate friendly alternatives to driving in the borough.

Response: Thank you for your comments welcoming the Clean Air Neighbourhoods programme. We will explore all possible steps to ensure that all residents benefit from the Clean Air Neighbourhood programme. Measures under consideration include: introduction of bus priority lanes, widened footpaths, cycling infrastructure, trees and greening, and integrating sustainable drainage and flood mitigation.

Clean air neighbourhoods will therefore be supported with comprehensive public realm and greening initiatives to repurpose road space and make more provision for cycling and walking. Further community-based events will also be introduced such as play streets and street theatre to enable a thriving café style culture and encourage more sustainable living. We will continue to introduce further projects on our main roads across the borough, with the purpose of prioritising walking and cycling.

Question 2

From: Calum Wyllie, Resident
To: Cabinet Member for Public Realm

Question: To thank the council for the successful implementation of the South Fulham Clean Air Neighbourhood project, which has been a great success in terms of reducing rat-running, pollution & noise on quiet residential backstreets, and to ask for further provision to be made to encourage cycling, walking, and alternative modes of transport across the borough.

Response: Clean Air Neighbourhoods will be supported with comprehensive public realm and greening initiatives to repurpose road space and make more provision for cycling and walking. Further community-based events will also be introduced such as play streets and street theatre to enable a thriving café style culture and encourage more sustainable living. We will continue to introduce further projects on our main roads across the borough, with the purpose of prioritising walking and cycling.

Question 3

From: Clair Gordon, Resident

To: The Leader of the Council

Question: Thanks to the CAN the side roads are beautifully quiet, but WBR remains as busy as ever. What measures are the Council going to take to reduce the volume of vehicles on WBR to provide a less polluted environment on our local high street and surrounding areas, as pollution travels?

Response from the Cabinet Member for Public Realm: Following the trial to the East, traffic fell by 12% on Wandsworth Bridge Road. This is because satnavs started routing drivers other ways, such as around the M25 for longer trips or over Vauxhall Bridge for central London. We anticipate similar results once the trial to the West has bedded in. Already, it has improved traffic flow on Wandsworth Bridge Road. We are also fully aware we need to go further to tackle air pollution and we intend to do so.

We are currently working with residents on a whole new vision for the road which, once implemented, will transform it from a congested and polluted through-route to a welcoming, clean and green place that puts people first and creates a cafe culture. It will make the air cleaner and the street safer, especially if you're walking or cycling. As an initial step in this redesign, we have introduced, safer cycleways, illuminated 20mph signs, better zebra crossings and traffic islands, and will also consider new lighting at crossings.

Lane improvements on Wandsworth Bridge will prioritise safety for cyclists AND will reduce the number of out-of-borough drivers coming from the bridge and causing congestion and air pollution.

We have installed 56 air quality sensors on lamp columns across South Fulham. These form the largest concentrated network of air quality sensors anywhere in Europe. H&F engineers use data from traffic counters and the sensors to highlight trouble-spots and benchmark the success of the Clean Air Neighbourhood projects, including the key aim of reducing air pollution.

The data shows the project to the East has contributed to the removal of at least eight thousand cars and one tonne of CO2 per day from the area. NOx pollution in the area has fallen by 60 per cent.

Question 4

From: Natalie Lindsay, Resident

To: The Leader of the Council

Question: Research last week indicated that 70% of pm2.5 can be traced to wood-burning stoves and traces of arsenic are also increasingly found in our air due to wood-burning. There are unfortunately plenty of houses in the borough with these and households tend to use them on cold still evenings which is precisely the worst time for air pollution. What measures are the Council taking to educate residents on the danger of these and can the council compel households not to use them?

Response from the Cabinet Member for Public Realm: Thank you for your timely question and the great work I know you are doing in your community. Tackling the acute dangers of wood burning is a key element of developing Clean Air Neighbourhoods and reducing air pollution. Informing and educating residents on the dangers is therefore a priority.

The council are currently reviewing their procedures on enforcing the councils current smoke control orders that cover a majority of the borough in accordance with recently published new guidance from central government for enforcement of smoke control area's in Goal 2 of their Environmental Improvement Plan 2023 (see [Environmental Improvement Plan \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)). The council will also in 2023 be applying to the secretary of state for the approval of a boroughwide consolidated smoke control order to comply with new provisions for smoke control area's enacted under the Environment Act 2021.

The council provides information regarding the impact of solid fuel burning on local air quality on the councils website (see <https://www.lbhf.gov.uk/environment/pollution-and-air-quality/air-quality#smoke>)

The council under current legislation cannot prohibit residents or business in the borough burning solid fuels in either open fires or wood burners. The council is proposing to undertake a boroughwide consultation survey in 2023 to ascertain support within Hammersmith & Fulham for a Boroughwide Prohibition of the Burning of solid fuel.

Question 5 – CAN expansion timetable

From: Jonathan Goater, Resident

To: The Leader of the Council (Cabinet Member for Public Realm)

Question: The trial Clean Air Neighbourhood in SW6 is a truly pioneering initiative with great potential that is expandable both across the borough and also elsewhere within London.

Can the council please:

1. Share the intended timetable for expansion of CANs within the borough
2. Identify any other boroughs that are considering the LBHF CAN model for their own improvement?

Response from the Cabinet Member for Public Realm: Thank you for your comments and the contribution that I know you have made, like the previous questioner, to the transformation of South Fulham.

As you know, we have set out an ambitious target of delivering Clean Air Neighbourhoods across the whole borough, if that is what residents want, over the next two years. The timetable will be led by a range of local factors including resident demand, air quality and traffic monitoring.

The below table sets out a high-level outline of a possible timeline for implementation on an area-by-area basis.

Indicative programme:

	Area	Proposed implementation date of Clean Air Neighbourhood following discussion with residents
1	<input type="checkbox"/> South Fulham (east and west) <input type="checkbox"/> Brackenbury	November 2022
2	<input type="checkbox"/> Barons Court <input type="checkbox"/> Brook Green	April 2023
3	<input type="checkbox"/> Cathnor Park <input type="checkbox"/> Caxton Village <input type="checkbox"/> Hammersmith TC <input type="checkbox"/> North End Road <input type="checkbox"/> Ravenscourt Park <input type="checkbox"/> Riverwalk <input type="checkbox"/> Wendell Park <input type="checkbox"/> White City <input type="checkbox"/> Wormholt Park <input type="checkbox"/> Wormwood Scrubs	June 2023 – July 2024

There is approximately a nine-month process to begin traffic monitoring, develop schemes and implement the experimental phase of a project. Monitoring and engagement with residents and councillors will continue throughout the process.

We will seek to introduce public realm improvements, main road treatments and other neighbourhood enhancements in parallel, but subject to funding.

Our pioneering team of highways engineers are in contact with several other boroughs who are looking at using our smart tech camera approach to tackling out of borough residents cutting through residential streets.

Question 6

From: Gary Fannin, Resident

To: The Deputy Leader

Question: With the introduction of the Clean Air Neighbourhood there are now cameras to the east and west of Wandsworth Bridge Road to prevent commuters cutting through these streets. I understand there are also additional cameras which are currently only monitoring traffic on other streets.

Can you confirm if there are any cameras on Wandsworth Bridge Road itself to monitor not only numbers of vehicles but ANPR cameras to enable better data in assessing the types of journeys of the volume of traffic using Wandsworth Bridge Road?"

Response from the Cabinet Member for Public Realm: Yes there are cameras on Wandsworth Bridge Road that monitor traffic numbers and type. H&F engineers use data from traffic counters and the sensors to highlight trouble-spots and benchmark the success of the Clean Air Neighbourhood projects, including the key aim of reducing air pollution.

The data shows the project has contributed to the removal of at least one tonne of CO2 per day from the area. The air quality has improved significantly since the introduction of the East project and has contributed to NOx pollution falling by 60 per cent.

ANPR cameras for monitoring traffic is used in order to track origin and destination and these have not necessarily been placed on Wandsworth Bridge Road itself. The traffic profile for the whole area is deciphered from a combination of automatic traffic counters, traffic sensors and ANPR traffic monitors.

Question 7

From: Amanda Stocker, Resident (amanda.stocker@icloud.com)
To: The Leader of the Council (Cabinet Member for Public Realm)

Question: "Please could you provide concrete proof of how many voted for the Cleaner Greener Scheme around Wandsworth Bridge Road and could a new questionnaire be sent as people now have experienced the consequences of the scheme."

Response from the Cabinet Member for Public Realm: Voting took place in the May 2022 local elections and this administration was returned with an increased majority to deliver on its manifesto, which pledged the expansion of schemes that improve air quality by reducing traffic, congestion and pollution.

The trial to the West of Wandsworth Bridge Road, like the East, was designed by residents working with the council. It followed a huge programme of consultation and resident engagement. Hundreds of local people took part in dozens of meetings chaired by local ward councillors and resident groups. Residents shaped where the cameras go on a street-by-street basis.

Two information sessions hosted by an independent resident-led group via Zoom were further held in February and March 2022. These were organised by residents

in the area to explain how the project works, the plans for the western extension, and proposed improvements for WBR.

Two newsletters were sent to every home and business in the area prior to the trial to the West and there will be more in the near future. There will also be a detailed questionnaire and opinion polling of residents' views during the six to 18 months of the trial, going far beyond what the government requires.

Question 8

From: Vivienne Goldstein, Resident

To: The Leader of the Council

Question: Due to the South Fulham Camera Scheme, I am seeing great displacement of traffic all around the Fulham area which is causing just as much congestion and pollution if not more than previously. I am sure that if Hammersmith Bridge were open things would be much easier. Is it possible to open Imperial Road to ease traffic flow?

Response from the Cabinet Member for Public Realm: A key component of the South Fulham Clean Air Neighbourhood is tackling toxic air pollution by reducing out-of-borough traffic on Imperial Road and the residential roads to the east. Our engineers have previously made it clear that opening Imperial Road would simply draw more cars into the area and increase traffic, congestion and pollution across Fulham.

We constantly monitor traffic data and behaviour across Fulham and there is no evidence of any significant displacement of traffic. During the trial to the East of Wandsworth Bridge Road, traffic fell by 12% on the road from launch of the trial in July 2020 to it being made permanent in Dec 2021. This is because satnavs started routing drivers other ways, such as around the M25 for longer trips or over Vauxhall Bridge for central London. We anticipate similar results from the current trial to the West.

Question 9

From: Janet Bolton, Business Owner

To: The Leader of the Council

Question: I run a shop on Wandsworth Bridge Road and since the traffic camera scheme to improve the affluent streets to the West went live, my takings have plummeted, similar to many neighbouring businesses on the Wandsworth Bridge Road. Thousands of out of borough members of the private Hurlingham Club now have an exemption to drive through a camera to use the shortest, least polluting route. Given his recent interest in local businesses, when will the Leader extend this and other help to the hundreds of traders who are suffering a loss from the new camera scheme?

Response from the Cabinet Member for Public Realm: We are fully committed to supporting H&F businesses and our Clean Air Neighbourhood team has been going door to door to businesses, talking to owners and managers to resolve any outstanding issues.

During the trial to the East of Wandsworth Bridge Road, traffic fell by 12% on the main road from launch of the trial in July 2020 to it being made permanent in Dec 2021. This is because satnavs started routing drivers other ways, such as around the M25 for longer trips or over Vauxhall Bridge for central London.

Research shows that making high streets more attractive for pedestrians increases footfall and revenue for shops.

To arrange a one-on-one meeting with the Clean Air Neighbourhood support team to discuss how we can help your business, please complete the Clean air neighbourhood business support request form:

https://lbhf-self.achieveservice.com/service/Clean_air_neighbourhood_business_support

The council has a long-standing commitment to helping local businesses and we have designed this trial to support them in numerous ways:

- Visitors, shoppers, deliveries and tradespeople can still access every street without going through the cameras. All H&F residents can drive freely everywhere including through the cameras.
- If a company or private vehicle is registered by the DVLA at an address anywhere in the borough, owners automatically get free access and can go through the cameras without penalty.
- Or, if it is a leased company vehicle and registered elsewhere, drivers can [apply for a free borough access permit](#) which will also give them free access:
- Alternatively, people can pay for up to two business parking permits, which will again give them free access. For full details see [business or market trader permits](#).

Question 10

From: Katerina Tanti, Resident

To: Cabinet Member for Public Realm

Question: The recent extension to the cycle lane on Wandsworth Bridge Road pushes displaced traffic from the new camera scheme onto the main road from Wandsworth. The extended cycle lane makes it scary to cross over because cars turning left are now in a different lane to the right of cyclists, and the extra traffic jams have caused me and my family severe delays of over an hour and extra costs from taxis. How are Hammersmith & Fulham Council monitoring the increase in danger, journey time and pollution from their traffic scheme to the main road over Wandsworth Bridge before deciding if this disruption to many is worth it to improve the affluent streets for a few?

Response: The new vision will shift this road from a congested and polluted through-route to a welcoming, clean and green place that puts people first. It will

make the air cleaner and the street safer, especially if you're walking or cycling. As the first part of this redesign of the road, we have introduced, safer cycleways, illuminated 20mph signs, better zebra crossings and traffic islands, and will also consider new lighting at crossings.

H&F engineers use data from traffic counters and the sensors to highlight trouble-spots and benchmark the success of the Clean Air Neighbourhood projects, including the key aim of reducing air pollution.

The data shows the project has contributed to the removal of at least one tonne of CO2 per day from the area. The air quality has improved significantly since the introduction of the East project and has contributed to a fall in NOx pollution of 60 per cent.

Question 11

From: Caroline Brooman-White, Resident

To: The Leader of the Council

I have received more pollution text alerts than usual this year from Hammersmith and Fulham but I see that the monitoring stations in the borough are in Hammersmith Town Centre and Shepherds Bush Green. The Traffic Officers' prediction is that traffic would be displaced to Wandsworth Bridge Road when the experimental West camera scheme started. The Road does not have DEFRA approved pollution monitors along it. What are the Councillors plans to allow residents and businesses to get accurate and daily and historic readings of pollution on the Wandsworth Bridge Road.

Response from the Cabinet Member for Public Realm: The Council has installed 10 air quality monitors (AQMs) called Vortex along Wandsworth Bridge Road. Each monitor measures air pollution across NO2 (nitrogen dioxide from exhaust emissions), ozone, and PM2.5 and PM10.0 (air borne particulates from tyres and brakes). The AQMs are measuring and reporting levels of pollution during the trial period to our traffic engineers in order to measure the effect of the trial.

We have installed 56 air quality sensors on lamp columns across South Fulham. These form the largest concentrated network of air quality sensors anywhere in Europe:

<https://www.lbhf.gov.uk/articles/news/2021/11/hf-air-quality-monitoring-scheme-wins-national-award>

These sensors are much smaller than the DEFRA monitoring stations which are larger and fewer in number. We have co-located sensors with our DEFRA monitoring stations and have also increased the number of these.

H&F engineers use data from traffic counters and the sensors to highlight trouble-spots and benchmark the success of the South Fulham Clean Air Neighbourhood, including the key aim of reducing air pollution.

The data shows that the project has contributed to the removal of at least one tonne of CO2 per day from the area. The air quality has improved significantly since the introduction of the East project and has contributed to a fall in NOx pollution of 60 per cent in the area.

Question 12

From: Carol Lawson, Resident
To: The Leader of the Council

Question: The council has stated that residents wanted cameras to operate in the western LTN every day of the year for 24 hours a day. Which residents wanted this?

Response from the Cabinet Member for Public Realm: The Clean Air Neighbourhood trial has been designed following extensive engagement over the last two years with residents and residents' associations.

Hundreds of local people took part in dozens of meetings chaired by local ward councillors and resident groups. Residents shaped where the cameras go on a street-by-street basis.

Two information sessions hosted by an independent resident-led group via Zoom were further held in February and March 2022. These were organised by residents in the area to explain how the project works, the plans for the western extension, and proposed improvements for WBR.

Two newsletters were sent to every home and business in the area prior to the trial to the West and there will be more in the near future. There will also be a detailed questionnaire and opinion polling of residents' views during the six to 18 months of the trial, going far beyond what the government requires.

The trial will last for between six and 18 months and residents will be fully consulted during that period.

Question 13

From: Zornitsa Marinova, Resident (zornitsa.d.marinova@gmail.com)
To: The Leader of the Council

"Could you please let me know why the Council has informed the LGSCO on case with their ref 22006363 that The Andover Arms pub (57 Aldensley Road, W6 0DL) had a Pavement Licence in 2021? It's clear from the public records on the Licencing section of the H&F website that it didn't, this is falsifying information."

Response from the Cabinet Member for Community Safety and Social

Inclusion: We can confirm that a Pavement Licence Reference 4510561 was granted. This gave permission for tables and chairs in 2 parking bays, and 4 stools at the window bays permitted to occupy outside the premises of The Andover Arms,

57 Aldensley Road, London W6 0DL from 25/06/2021 to 25/12/2021. The online version of this record has a numbers error stating 26 rather than the correct number of 57. Please note that the Council's highways inspector regularly checks pavement notices across the borough.

Question 14

From: Jonathan Lawson, Resident

To: The Leader of the Council

Question: The council have promised a poll on the clean air zone to the west of Wandsworth Bridge Road. Will this poll cover the whole of Fulham?

Response from the Cabinet Member for Public Realm:

We will be conducting opinion polling and carrying out survey questionnaires across the Clean Air Neighbourhood area and the wider borough, including Fulham.

Question 15

From: Anna Maynard, Resident

To: Cabinet Member for Climate Change and Ecology

Question: Given the climate emergency and Hammersmith and Fulham Borough Council's stated aim to reduce their emissions, will the Council consider committing to serving fully plant-based fare at any future catered meetings and events as other Councils have done? This will be a positive and forward-thinking step, bringing its food policy into line with other climate-aware policies. Thank you."

Response: The council is developing and will shortly adopt targets to reduce emissions from the food it procures and offers on-site, offering menus that are both healthy and planet-friendly. These targets are based on expert environmental and nutritional guidance to ensure our meals are compatible with under 1.5°C warming. The policy will require our food providers to provide menus associated with emissions below a maximum amount of CO₂e per meal. We're also continuing to support sustainable and health diets through our local Food Plan and supporting initiatives like the Nourish Hub to provide plant-based community meals based on surplus ingredients.

London Borough of Hammersmith & Fulham

Report to: Full Council

Date: 24/05/2023

Subject: Party Appointments for the 2023/24 Municipal Year

Report of: The Leader of the Council – Councillor Stephen Cowan

Responsible Director: Sharon Lea, Interim Chief Executive

Summary

The Council is asked to note the Party appointments for the Municipal Year 2023/24.

Administration

Leader	Councillor Stephen Cowan
Deputy Leader	Councillor Ben Coleman
Chief Whip	Councillor Max Schmid
Deputy Whips	Councillors Genevieve Nwaogbe and Patrick Walsh

Opposition

Leader	Councillor Victoria Brocklebank-Fowler
Deputy Leader	Councillor Andrew Dinsmore
Opposition Whip	Councillor Alex Karmel
Opposition Deputy Whip	Councillor Jose Afonso

Recommendation

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

Agenda Item 7.2

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 24/05/2023

Subject: Review of the Constitution

Report of: The Leader of the Council - Councillor Stephen Cowan

Report author: David Abbott, Head of Governance

Responsible Director: David Tatlow, Strategic Director of Corporate Services

SUMMARY

The Council's Monitoring Officer is required to review the Council's Constitution each year to ensure that its aims and principles are given full effect in accordance with Article 15 of the Constitution.

RECOMMENDATIONS

1. That the amendment to the Members' Code of Conduct related to The Local Government (Disqualification) Act 2022 in paragraph 6 be noted.
2. That the Commercial Revenue Committee be dissolved, and its functions transferred to Cabinet.
3. That the amendment to the Lead Member for European Co-operation and Digital Innovation position detailed in Appendix 1 be approved.
4. That the creation of the Lead Member for Wellbeing and Early Access to Support position detailed in Appendix 1 be approved.
5. That the proposed increase in paragraph 10 to each Chief Officer's limit for payments made in settlement of claims where the Council considers that action taken by it (or on its behalf) amounts, or may amount, to maladministration as detailed in paragraph 3.6 of General functions delegated to the Chief Executive and Chief Officers (Part 3 – Responsibility for Functions) be agreed.
6. That subject to the approval of recommendations above, the Council's Constitution be adopted for the 2023/24 Municipal Year.

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
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Taking pride in H&F	Ensuring a high standard of governance across the Council.
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Financial Impact

The number of Lead Members will have an impact on the cost of special responsibilities allowances. A separate report on Members Allowances is included in the agenda and include the full financial implications.

Alex Pygram, Head of Finance, 15/05/2023

Verified by Andre Mark, Head of Finance –Strategic Planning and Investment, 15/05/2023

Legal Implications

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.

Grant Deg, Assistant Director, Legal Services, 15/05/2023

Background Papers Used in Preparing This Report

None.

DETAILED ANALYSIS

Proposals and Analysis of Options

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.
2. The Constitution is reviewed at least annually 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 Full Council meeting on 24 February 2022.
3. In-year amendments were approved by Council to the Scheme of Delegation to Officers to reflect recent changes in organisational structure and changes to the responsibilities of Chief Officers.

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.

Amendment to the Members' Code of Conduct

5. The Local Government (Disqualification) Act 2022 came into force on 28 June. Since that date, individuals that are made subject to the notification requirements set out in the Sexual Offences Act 2003 (commonly known as being put on the sex offenders register), or to Sexual Risk Orders, are disqualified from holding elected office or standing for election as councillors, although these measures are not retrospective.
6. The following duty has been added to the Members' Code of Conduct for members to inform the Monitoring Officer if they commit any offence under the legislation and have been placed on the register.
 - Informing the Monitoring Officer if I am made subject to the notification requirements set out in the Sexual Offences Act 2003 (commonly known as being put on the sex offenders register), or subject to Sexual Risk Orders.

Commercial Revenue Committee

7. This report proposes dissolving the Commercial Revenue Committee and returning its functions to Cabinet, its parent committee. This will raise the profile of, and increase transparency around, its core functions related to approving new high value income opportunities and income generating business cases and undertaking the shareholder functions of any company in which the Council holds shares.

Changes to Lead Members

8. The Administration has proposed changes to the Lead Member for European Co-operation role to include Digital Innovation. The expanded role profile includes responsibility for identifying opportunities for the Council to use innovative digital technologies to improve services to residents and support the borough's industrial strategy. The full role profile can be found in Appendix 1.
9. The Administration has also proposed a new Lead Member for Wellbeing and Early Access to Support role. This new role will reporting to the Cabinet Member for Social Inclusion and Community Safety and the Deputy Leader and has responsibility for promoting an enhanced focus on wellbeing in communication with adult residents and promoting knowledge of, and early access to, support services within the borough. The full role profile can be found in Appendix 1.

Raising the Chief Officers payment limit for settlement of claims of Maladministration

10. This report proposes raising each Chief Officer's per settlement, per annum annual limit for payments made in settlement of claims where the Council considers that action taken by it (or on its behalf) amounts, or may amount, to maladministration as detailed in paragraph 3.6 of General functions delegated to the Chief Executive and Chief Officers (Part 3 – Responsibility for Functions) to £30,000.

Reasons for Decision

11. 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.

LIST OF APPENDICES

Appendix 1 – Lead Member changes

Appendix 1 – Lead Member changes

Lead Member for European Co-operation and Digital Innovation

Change the title from ‘Lead Member for European Co-operation’ to ‘Lead Member for European Co-operation and Digital Innovation’.

Replace the role profile with the following:-

“This post holder will work directly with the Cabinet Members for Civic Renewal, the Economy and Finance and Reform to:

- Strengthen our links with other municipalities around the world and particularly with our closest neighbouring liberal democracies in Europe.
- Develop and implement initiatives to ensure residents and businesses from the European Union continue to feel welcome in the Borough and are supported to navigate any obstacles caused by the UK’s exit from the European Union.
- Twin with global innovation districts.
- Identify opportunities for the council to use innovative digital technologies to improve services to residents and support the borough's industrial strategy.”

Lead Member for Wellbeing and Early Access to Support

Create a new Lead Member role titled ‘Lead Member for Wellbeing and Early Access to Support’ with the following role profile:

Reporting to the Cabinet Member for Social Inclusion and Community Safety and the Deputy Leader, the post holder will:

- Promote an enhanced focus on wellbeing in communication with adult residents.
- Promote knowledge of and early access to support services within the borough.

London Borough of Hammersmith & Fulham

Report to: Full Council

Date: 24/05/2023

Subject: Appointment by the Leader of the Deputy Leader and Cabinet

Report of: The Leader of the Council – Councillor Stephen Cowan

Report author: David Abbott, Head of Governance

Responsible Director: Sharon Lea, Interim Chief Executive

SUMMARY

This report asks Council to note:

- The composition and appointments made by the Leader to the Executive (commonly referred to as Cabinet).
- The appointment of Lead Members.

The proposed Executive consists of a Leader, elected by the Council, a Deputy Leader and eight Cabinet Members appointed by the Leader.

The Executive 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 the constitution.

RECOMMENDATIONS

1. That the Council notes the appointments made by the Leader to the Executive, as set out below:

Deputy Leader (with responsibility for Health and Adult Social Care)	Ben Coleman
Cabinet Member for Social Inclusion and Community Safety	Rebecca Harvey
Cabinet Member for Civic Renewal	Bora Kwon
Cabinet Member for Children and Education	Alex Sanderson
Cabinet Member for Climate Change and Ecology	Wesley Harcourt
Cabinet Member for The Economy	Andrew Jones
Cabinet Member for Housing and Homelessness	Frances Umeh

Cabinet Member for Finance and Reform

Rowan Ree

Cabinet Member for Public Realm

Sharon Holder

2. That the Council notes the appointment of the following Lead Members:

President – H&F Enterprise Board

Zarar Qayyum

Lead Member for European Co-operation and Digital Innovation

Florian Chevoppe-Verdier

Lead Member for Culture and Heritage

Mercy Umeh

Lead Member for Community Mental Health

Lucy Richardson

Lead Member for Support for Older People

Asif Siddique

Lead Member for Inclusive Community Engagement and Co-production

Sharon Holder

Lead Member for Youth Advancement

Trey Campbell-Simon

Lead Member for Women and Girls

Emma Apthorp

Lead Member for Flood Mitigation

Helen Rowbottom

Lead Member for Energy Crisis Support

Liz Collins

Lead Member for Wellbeing and Early Access to Support

Laura Janes

3. That the Council notes the following other appointment :

Borough Representative for the Armed Forces Community

David Morton

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Taking pride in H&F	Ensuring a high standard of governance across the Council.

Financial Impact

The recommendations in this report have no direct financial implications. A separate report sets out the financial implications of Members Allowances.

Alex Pygram, Head of Finance, 15/05/2023

*Verified by Andre Mark, Head of Finance –Strategic Planning and Investment,
15/05/2023*

Legal Implications

The Leader of the Council is responsible for the appointment of the Executive.

Grant Deg, Assistant Director, Legal Services, 15/05/2023

Background Papers Used in Preparing This Report

H&F Council's constitution: www.lbhf.gov.uk/constitution

LIST OF APPENDICES

None.

Agenda Item 7.4

London Borough of Hammersmith & Fulham

Report to: Full Council

Date: 24/05/2023

Subject: Allocation of Seats and Proportionality on Committees

Report of: The Leader of the Council - Councillor Stephen Cowan

Report author: David Abbott, Head of Governance

Responsible Director: David Tatlow, Strategic Director of Corporate Services

SUMMARY

The Council is required to confirm the proportional division of seats on the standing committees.

RECOMMENDATIONS

1. That the allocation of seats set out in Appendix 1 be noted.

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Taking pride in H&F	Ensuring a high standard of governance across the Council.

Financial Impact

There are no direct financial implications as a result of this decision.

Alex Pygram, Head of Finance, 15/05/2023

Verified by Andre Mark, Head of Finance –Strategic Planning and Investment, 15/05/2023

Legal Implications

The legal implications are set out in the body of the report.

Background papers used in preparing this report

None.

DETAILED ANALYSIS

Allocation of Seats

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.
2. Section 15 (1) (b) of the Local Government and Housing Act 1989 (“the 1989 Act”) 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.
3. In accordance with the 1989 Act 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. 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.
5. The 1989 Act 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.

6. The Cabinet, Health and Wellbeing Board and the Licensing Committee are not required to be proportional and so are outside of the political balance calculation.
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

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

$$\text{No. of Group Members} \times 100 / 50$$

9. Following the elections held on 5 May 2022, the political balance of the Council is set out in Table 1 below:

	No of seats on the Council	Proportionality
Labour	40	80
Conservative	10	20
Total	50	100

PROPOSAL AND ISSUES

10. The Labour and Conservative Groups hold, respectively, 40 and 10 of the 50 Council seats. The proportion by which seats on Committees should be allocated is 80% Majority Group and 20% Minority Group. This equates, on the basis of 85 committee seats, to 67 Majority Party and 18 Minority Party seats.
11. Membership of the Council's Standing Committees (except the Licensing Committee and the Health and Wellbeing 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.
12. Both political groups on the Council have to notify the Interim 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.

REASONS FOR DECISION

13. 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.

LIST OF APPENDICES

Appendix 1 - Allocation of Seats

Appendix 1

Allocation of Seats and Proportionality

Seats are allocated with the following calculation:

$$\text{councillors in political group} \div \text{total number of councillors} \times \text{seats on committee} \\ = \text{allocation of seats (rounded to nearest whole number)}$$

Administration councillors (Labour): 40

Opposition councillors (Conservative): 10

Total number of councillors: 50

Committees	Total seats	Administration's allocation	Opposition's allocation
Planning and Development Control Committee	8	6	2
Policy and Oversight Board	8	7	1
Appointments Panel (H&F)	5	4	1
Appointments Panel (Chief Exec)	5	4	1
Appointments Panel (Shared)	3	2	1
Audit Committee	5	4	1
Pension Fund Committee	5	4	1
Standards Committee	5	4	1
Children and Education Policy and Accountability Committee	5	4	1
Health and Adult Social Care Policy and Accountability Committee	5	4	1
Social Inclusion and Community Safety Policy and Accountability Committee	5	4	1
Climate Change and Ecology Policy and Accountability Committee	5	4	1
The Economy, Arts, Sports and Public Realm Policy and Accountability Committee	5	4	1
Housing and Homelessness Policy and Accountability Committee	5	4	1
Wormwood Scrubs Charitable Trust	3	2	1
Joint Health Overview & Scrutiny Committee	1	1	0

Sub-Committees	Total seats	Administration's allocation	Opposition's allocation
Licensing Sub-Committee	3	2	1

London Borough of Hammersmith & Fulham

Report to: Full Council

Date: 24/05/2023

Subject: Appointment of Chairs and Committee Memberships

Report of: The Leader of the Council – Councillor Stephen Cowan

Report author: Kayode Adewumi – Assistant Director, Democratic, Registration and Coroner's Services

Responsible Director: Sharon Lea, Interim Chief Executive

SUMMARY

The Council is asked to appoint Members to the Regulatory, Policy and Accountability, and other Committees, set out in Appendix 1, to discharge the responsibilities for council functions as outlined in the constitution.

RECOMMENDATIONS

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 2023/24, as set out in Appendix 1.
2. This Council also notes their respective portfolios / terms of reference, as set out in the constitution.

Background papers used in preparing this report

None.

LIST OF APPENDICES

Appendix 1 – Committee Memberships 2023/24

Committee Memberships 2022/23

1. Planning and Development Control Committee (6:2)

Administration Councillors	Opposition Councillors
Omid Miri (Chair)	Alex Karmel
Florian Chevoppe-Verdier (Vice Chair)	Adrian Pascu-Tulbure
Wesley Harcourt	
Rebecca Harvey	
Nikos Souslous	
Patrick Walsh	

2. Licensing Committee (9:3)

Administration Councillors	Opposition Councillors
Mercy Umeh (Chair)	Jose Afonso
Paul Alexander (Vice-Chair)	Aliya Afzal-Khan
Asif Siddique	Dominic Stanton
Zarar Qayyum	
Genevieve Nwaogbe	
Bora Kwon	
Wesley Harcourt	
Florian Chevoppe-Verdier	
Patrick Walsh	

2.1 Licensing Sub-Committee (2:1)

Members are drawn from the membership of the Licensing Committee.

3. Appointments Panels

The membership requirements for the appointments panels are detailed in Part 3 of the Constitution.

4. Audit Committee (4:1)

Administration Councillors	Opposition Councillors
Patrick Walsh (Chair)	Adrian Pascu-Tulbure
Paul Alexander	
Florian Chevoppe-Verdier	
Ashok Patel	

5. Pension Fund Committee (4:1)

Administration Councillors	Opposition Councillors
Ross Melton (Chair)	Adrian Pascu-Tulbure
Adam Lang	
Laura Janes	
Florian Chevoppe-Verdier	
Non-voting Co-opted members: Mike Adam and Iain Cassidy	

6. Standards Committee (4:1)

Administration Councillors	Opposition Councillors
Rebecca Harvey	Victoria Brocklebank-Fowler
Helen Rowbottom	
Rowan Ree	
Rory Vaughan	
Independent Persons: His Honour John Rylance, Dr Tom Babbedge and Ms Dilina Ostborn	

7. Pensions Board

Administration Councillors
Ashok Patel (Chair)
Nikos Souslous

8. Health and Wellbeing Board

Administration Councillors
Ben Coleman, Deputy Leader (Chair)
Natalia Perez, Chair of Health and Adult Social Care PAC (Deputy)
Alex Sanderson, Cabinet Member for Children and Education
Helen Rowbottom, Chair of Children and Education PAC (Deputy)

9. Wormwood Scrubs Charitable Trust Committee (2:1)

Administration Councillors	Opposition Councillors
Alex Sanderson (Chair)	Dominic Stanton
Bora Kwon	

Policy and Accountability Committee Memberships

1. Overview and Policy Board (7:1)

Administration Councillors	Opposition Councillors
Lisa Homan (Chair)	Victoria Brocklebank-Fowler
Helen Rowbottom	
Nikos Souslous	
Rory Vaughan	
Nicole Trehy	
Natalia Perez	
Jacelyn Daly	

2. Children and Education Policy and Accountability Committee (4:1)

Administration Councillors	Opposition Councillors
Helen Rowbottom (Chair)	Aliya Afzal-Khan
Daryl Brown	
Mercy Umeh	
Lucy Richardson	

3. Social Inclusion and Community Safety Policy and Accountability Committee (4:1)

Administration Councillors	Opposition Councillors
Nikos Souslous (Chair)	Andrew Dinsmore
Omid Miri	
Trey Campbell-Simon	
Sally Taylor	

4. The Economy, Arts, Sports & Public Realm Policy and Accountability Committee (4:1)

Administration Councillors	Opposition Councillors
Rory Vaughan (Chair)	Jackie Borland
Liz Collins	
Adam Lang	
Ashok Patel	

5. Climate Change & Ecology Policy and Accountability Committee (4:1)

Administration Councillors	Opposition Councillors
Nicole Trehy (Chair)	Jose Alfonso
Ross Melton	

Laura Janes	
Stala Antoniades	

6. Health and Adult Social Care Policy and Accountability Committee (4:1)

Administration Councillors	Opposition Councillors
Natalia Perez (Chair)	Amanda Lloyd-Harris
Genevieve Nwaogbe	
Emma Apthorp	
Ann Rosenberg	

7. Housing and Homelessness Policy and Accountability Committee (4:1)

Administration Councillors	Opposition Councillors
Jacolyn Daly (Chair)	Adronie Alford
Asif Siddique	
David Morton	
Paul Alexander	

Joint Committees

8. North West London Joint Health Overview & Scrutiny Committee

Administration Councillors
Natalia Perez (voting member)
Sharon Holder (substitute member)

Advisory Bodies

Note: Advisory bodies have no legal decision-making powers.

9. Corporate Parenting Board

Administration Councillors	Opposition Councillors
Alex Sanderson (Chair)	Aliya Afzal-Khan
Helen Rowbottom	
Rebecca Harvey	

Agenda Item 7.6

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 24/05/2023

Subject: Council Appointments to Local Government Organisations and Outside Bodies

Report of: Councillor Stephen Cowan – The Leader of the Council

Report author: Kayode Adewumi – Assistant Director, Democratic, Registration and Coroner’s Services

Responsible Director: David Tatlow – Strategic Director of Corporate Services

SUMMARY

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

RECOMMENDATIONS

1. That the Council’s appointments to Local Government Organisations for 2023/24, as set out in Appendix 1, be agreed.
2. That the Council’s appointments to Outside Bodies for 2023/24, as set out in Appendix 2, be agreed.

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Doing things with residents and not to them	The nomination of Councillors and community representative to outside bodies will ensure a better outcome for our residents.

Financial Impact

There are no direct financial implications.

Alex Pygram, Head of Finance, 15/05/2023

*Verified by Andre Mark, Head of Finance – Strategic Planning and Investment,
15/05/2023*

Legal Implications

Full Council has the authority to appoint representatives to Outside Bodies.

Grant Deg, Assistant Director, Legal Services, 15/05/2023

Background Papers Used in Preparing This Report

None.

DETAILED ANALYSIS

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.
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. Therefore, 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.
3. The Council is requested to make the appointments to Local Government Organisations for 2023/24, 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 and ratified at the next council meeting.

REASONS FOR DECISION

4. 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.

CONSULTATION

5. Local representatives have been consulted on their nominations.

EQUALITY IMPLICATIONS

6. There are no direct equality implications for groups with protected characteristics under the Equality Act 2010. However, the Council's nominations to third sector and other users' groups will aim to ensure that the Council improves all aspects of how it works to tackle social exclusion.

List of Appendices

Appendix 1 – Nominations to Local Government Organisations 2023-24

Appendix 2 – Appointments to Outside Bodies 2023-24

Appendix 1

Nominations to Local Government Organisations 2023/24

Organisation	Nominations	Term
London Councils Leader's Committee 1 Representative and 2 Deputies <i>(1 vote per authority)</i>	Representative: Councillor Stephen Cowan Deputies: Councillor Ben Coleman Councillor Bora Kwon	1 year to 24/5/24
London Councils Transport and Environment Committee 1 Representative and up to 4 Deputies	Representative: Councillor Sharon Holder Deputy: Councillor Wesley Harcourt	1 year to 24/5/24
London Councils Grants Committee 1 Representative and up to 2 Deputies	Representative: Councillor Rebecca Harvey Deputy: Councillor Alexandra Sanderson	1 year to 24/5/24
Greater London Employment Forum (GLEF) 1 Representative and 1 Deputy	Nomination: Councillor Zarar Qayyum	1 year to 24/5/24
Greater London Provincial Council (GLPC) Appointment will be made from Leader's Cttee and GLEF nominated members	Nomination: Councillor Andrew Jones	1 year to 24/5/24
Local Government Association (LGA) General Assembly Up to 4 Representatives and 4 votes	Representatives: Councillor Stephen Cowan* Councillor Ben Coleman Councillor Rowan Ree Councillor Bora Kwon <i>*currently holds the 4 votes</i>	1 year to 24/5/24
London Heliport Consultative Committee	Councillor Paul Alexander	1 year to 24/5/24
London CIV Shareholder Representative	Councillor Ross Melton (as Chair of Pension Fund Committee)	1 year to 24/5/24

Capital Letters Borough Representative	Councillor Frances Umeh (as Cabinet Member for Housing and Homelessness)	1 year to 24/5/24
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Appendix 2

Appointments to Outside Bodies

Outside body	Appointments	Term
Fulham Community Trust	Councillor Sharon Holder (L)	3 years
Groundwork London	Councillor Rowan Ree (L)	3 years
The Reserve Forces and Cadets Association in Greater London	Councillor David Morton (L)	3 years
Urban Partnership Group	Councillor Jacolyn Daly (L)	2 years
Urban Partnership Group	Kamini Sanghani (L)	2 years
Volunteer Centre	Councillor Zarar Qayyum (L)	1 year
Lyric Theatre	Councillor Bora Kwon (L)	1 year
Lyric Theatre	Councillor Nicole Trehly (L)	1 year
Lyric Theatre	Councillor Emma Apthorp (L)	1 year
Lyric Theatre	Councillor Nikos Souslous (L)	1 year
Riverside Studios Community Arts Centre	Guy Vincent (L)	1 year
Riverside Studios Community Arts Centre	Councillor Rowan Ree (L)	1 year

Riverside Studios Community Arts Centre	Shirley Cupit (L)	1 year
West London Economic Prosperity Board	Councillor Stephen Cowan (as Leader) Substitute: Councillor Ben Coleman (as Deputy Leader)	1 year
Sands End Arts and Community Centre	Councillor Ann Rosenberg (L)	1 year
Sands End Arts and Community Centre	Councillor Ben Coleman (L)	1 year
Hammersmith United Charities	Lydia Paynter (L)	To 25/05/2026
Mortlake Crematorium Board	Councillor Patrick Walsh (L) (replacing Councillor Asif Siddique)	To 20/05/2025

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 24/05/2023

Subject: Members' Allowances Scheme 2023/24

Report of: The Leader of the Council - Councillor Stephen Cowan

Responsible Director: David Tatlow – Strategic Director of Corporate Services

Summary

This report requests approval to update the Members' Allowances Scheme approved by Council at its meeting in February 2023.

Recommendations

That the revised Members' Allowances Scheme 2023/24 as set out in the report and attached as Appendix 1, be approved.

Wards Affected: All

H&F Values	Summary of how this report aligns to the H&F Values
Creating a compassionate council	The council froze the basic and special care responsibility allowance for eight years to ensure that scarce resources have been spent on other key priorities such as meeting the needs of the most vulnerable in society.
Being ruthlessly financially efficient	The proposed basic allowance of £9,744.60 is lower than the £12,014 recommended by the Independent Remuneration Panel.

Financial Impact

Every councillor is entitled to a basic allowance. Due to the responsibilities undertaken by some Councillors, they are also entitled to a Special Responsibility Allowance (SRA). It is Administration policy that no councillor can claim two SRAs even if they hold two SRA posts. Expected member allowance costs for 2023/24 are set out below.

	Total
Basic Allowance	£487,230
Special Responsibility Allowance	£442,482
TOTAL	£929,712

The combined cost for basic allowances and special responsibility allowances is £929,712. In addition, employers' national insurance will cost an estimated £64,700 giving a total cost of £994,412. Costs will be funded by the Members' Allowances pay budget which for 2023/24 is set at £994,600.

It is recommended that any 2023/24 financial impact, as a result a decision to uplift allowances in line with changes to the national local government pay award, is mitigated by corporate provision set aside for pay inflation in 2023/24.

It is proposed that any ongoing financial impact as a result of the changes recommended in this report be included as part of the Council's Medium Term Financial Strategy and budget setting process.

Alex Pygram, Head of Finance, 15/05/2023

Verified by Andre Mark, Head of Finance – Strategic Planning and Investment, 15/05/2023

Legal Implications

Under Regulation 4 of the Local Authorities (Members' Allowances) (England) Regulations 2003 (the Regulations), the Council has the powers to make a scheme to provide for the payment of a basic allowance and any other allowance permitted by the Regulations. The proposals contained within the report are in line with the Regulations, Local Government Act 2000 and appropriate regulations.

Grant Deg, Assistant Director, Legal Services, 15/05/2023

Background Papers Used in Preparing This Report

The Remuneration of Councillors in London 2022 - Report of the Independent Panel

DETAILED ANALYSIS

Proposals and Analysis of Options

1. Council approved the 2023/24 Members' Allowances scheme at its meeting in February 2023. The Leader has now nominated an Executive consisting of ten Cabinet Members with appropriate portfolios reflecting their responsibilities.
2. The new Cabinet consists of the following Members:

Deputy Leader¹	Ben Coleman
Cabinet Member for Social Inclusion and Community Safety	Rebecca Harvey
Cabinet Member for Civic Renewal	Bora Kwon
Cabinet Member for Children and Education	Alex Sanderson
Cabinet Member for Climate Change and Ecology	Wesley Harcourt
Cabinet Member for The Economy	Andrew Jones
Cabinet Member for Housing and Homelessness	Frances Umeh
Cabinet Member for Finance and Reform	Rowan Ree
Cabinet Member for Public Realm	Sharon Holder

3. Eleven Lead Member positions have also been assigned.

President – H&F Enterprise Board*	Zarar Qayyum
Community Mental Health*	Lucy Richardson
Culture and Heritage	Mercy Umeh
European Co-operation and Digital Innovation	Florian Chevoppe-Verdier
Inclusive Community Engagement and Co-production	Sharon Holder
Support for Older People*	Asif Siddique
Youth Advancement*	Trey Campbell-Simon
Women and Girls*	Emma Apthrop
Energy Crisis Support*	Liz Collins
Flood Mitigation	Helen Rowbottom
Wellbeing and Early Access to Support*	Laura Janes

4. This paper is seeking to pay a special responsibility allowance of £2,943.00 for the newly created Lead Member for Wellbeing and Early Access to Support.

¹ Includes Health and Adult Social Care

The postholder will be reporting to the Cabinet Member for Social Inclusion and Community Safety and the Deputy Leader, the post holder will:-

- Promote an enhanced focus on wellbeing in communication with adult residents
 - Promote knowledge of and early access to support services within the borough
5. The Vice-Chair of Planning will receive the same SRA as Committee Chairs, in light of the significant number of meetings and officer briefings they are required to attend.
 6. Under the scheme only one SRA will be paid to a Councillor in respect of duties undertaken. The dependent carers allowance would be adjusted in line with the London Living Wage. The new scheme will take effect from 25 May 2023.

Independent Remuneration Panel's Report – January 2022

7. The Council is formally required to undertake a review of its members' allowances scheme each financial year. Any changes in allowances are required to take into account the recommendations of a local independent panel on remuneration for Councillors. Where a scheme includes a provision for an automatic uplift, the operation of this provision may only be relied on for a period of four years before reference must again be made to a local independent remunerator's report and recommendations.
8. The Local Authorities (Members' Allowances) (England) Regulations 2003 ('the Regulations') authorise the establishment by the Association of London Government (now London Councils) of an independent remuneration panel to make recommendations in respect of the members' allowances payable by London boroughs. Such a panel ('the Panel') was established and reported in 2001, 2003, 2006, 2010, 2014, 2018 and 2022. It now comprises Mike Cooke (Chair), Sir Rodney Brooke CBE DL and Anne Watts CBE. The Regulations require a review of the scheme every four years as a minimum. The current Panel has therefore completed a review of remuneration for councillors in London. A summary of their recommendations is attached at Appendix 2.

Annual Lift

9. The Independent Panel for the Remuneration of Councillors in London in its recent report reiterated its previous recommendation that uplifts to members allowances should be linked to an annual increase to local government staff pay awards to ensure that councillors receive annual increases which are in line with those received by staff. Therefore, this is what we are implementing for our members in 2023/24. Once the figure has been agreed and communicated by the Greater London Provincial Council, it will be backdated for all Members to 1 April 2023.

Review of Other Allowances

10. The current scheme has provision for a wide range of other allowances (see paragraphs 9 to 11 below).

Dependent Carer Allowance

11. Dependent 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. The Panel had recommended payment to be set at the London living wage, and (on presentation of proof of expense) payment should be made at a higher rate when specialist nursing skills are required.

Travel & Subsistence

12. Travel allowances are payable (at the same rates as employees) for duties undertaken away from the Town Hall when discharging duties under paragraph 8 of the Regulations. There will be no payment for intra-borough travel under this scheme, for example the use of public transport, car mileage or payment of a cycle allowance, unless a member requires assistance to discharge his or her duties due to ill health, disability or any other circumstances approved, in advance, by the Monitoring Officer. Taxis can be taken by Members who attend approved outside bodies and committee meetings out of the borough.

Sickness, Maternity and Paternity Allowance

13. 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 on the same terms as employees.

Reasons for Decision

14. The Council is required under the Local Government Act 2000 and the Local Authorities (Members' Allowances) (England) Regulations 2003 to approve any amendments to the approved scheme.

List of Appendices:

Appendix 1 – Members' Allowances Scheme 2023/24

Appendix 2 – Summary of the Recommendations of the Remuneration of Councillors in London 2022 (Report of the Independent Panel)

Members' Allowances Scheme 2023-24

Effective from 1 April 2023

This scheme is made in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Regulations") for 2022/2023 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 Mike Cooke (Chair), Sir Rodney Brooke CBE DL and Anne Watts CBE and published in January 2022.

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 £12,014 per annum to be paid in 12 monthly instalments on the 15th of each month.
- 1.2 The Council has considered the independent remunerator's recommendation but has decided to set lower levels of allowances than those recommended.
- 1.3 It proposes to increase basic and special responsibility allowances are uplifted in line with the pay settlement for employees.

The basic rate allowance for all Hammersmith & Fulham Councillors will therefore be £9,744.60 - 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.

	No.	Basic Allowance	Total
All Councillors	50	£9,744.60	£487,230

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 the Administration's priorities, it has been decided to 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:

Position	No	SRA Entitlement	Total SRA
The Leader	1	£35,083.50	£35,083.50
Deputy Leader	1	£29,229.88	£29,229.88
Other Cabinet members	8	£23,385.08	£187,080.62
Chief Whip (where not a member of Cabinet)	1	£23,385.08	£23,385.08
Chair, Overview and Policy Board	1	£23,385.08	£23,385.08
Deputy Chief Whip (2)	2	£6,065.52	£12,131.05
Chair of Policy & Accountability Committees	6	£6,065.52	£36,393.14
Leader of the Opposition	1	£17,534.39	£17,534.39
Deputy Leader of the Opposition	1	£6,065.52	£6,065.52
Opposition Whip	1	£6,065.52	£6,065.52
Chair of Planning and Development Control Committees, Audit Committee*, Pensions Fund Committee, Licensing Committee (4)	3*	£6,065.52	£18,196.57
Vice Chair of Planning and Development Control Committees	1	£6,065.52	£6,065.52
The Mayor	1	£15,200.00	£15,200.00
Deputy Mayor	1	£6,065.52	£6,065.52
Lead Members **	7	£2,943.00	£20,601.00
Total	36		£ 442,482.37

* This portfolio holder receives only one SRA in respect of duties undertaken.

** There are twelve positions. However, seven portfolio holders will receive only one SRA in respect of duties undertaken.

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

3. Other Allowances

Dependent Carer Allowance

- 3.1 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.

a) £5.98 per half hour before 10pm; £6.25 per half hour after 10pm (not payable in respect of a member of the Councillor's household).

Travel and Subsistence

- 3.2 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, disability 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.

Public Transport

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

Car mileage

- b) 45 pence per mile.

Subsistence

- c) 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.

Sickness, maternity and paternity allowance

- d) 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 on the same terms as employees.

4. Annual increase

- 4.1 The updated allowances in this scheme apply from 1 April 2023. Any future allowance uplifted will be in line with the pay settlement for employees (as communicated by London Councils) and backdated to 1st April 2023.

5. Election to forego allowances

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

6. Time limit for claims

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

7. Membership of more than one authority

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

8. Non-entitlement to more than one SRA

- 8.1 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.

9. Pensions

- 9.1 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.

10. Allowances for co-opted members and independent members of The Pensions Sub Committee

Co-optees

- 10.1 Co-opted members shall be paid £549.36 per annum by equal monthly instalments of £45.78 on the 15th of each month.
- 10.2 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

- 10.3 The London Borough of Hammersmith & Fulham shall pay an allowance to the appointed Independent Members at a flat rate allowance of £549.36 per annum payable by equal monthly instalments of £45.78 on the 15th of each month.

Report of the Independent Panel - Recommendations of the Remuneration of Councillors in London 2022

Level of Basic Allowance

Now is not the right moment to recommend major changes to the current allowances (beyond the annual updating). Linking the allowances to an annual increase to staff pay awards will ensure that councillors can receive annual increases which are in line with those received by staff. We therefore recommend that the Basic Allowance be set at £12,014 pending the outcome of the 2021-22 award. We believe that it remains sensible to frame recommendations which are common across London

Special Responsibility Allowances

For the same reasons which prompt us to maintain the current Basic Allowance, (namely a significant uncertainty over the long term implications of the changes we have been witnessing in the last 18 months, combined with the financial challenges faced at this time) we recommend that the special responsibility allowance for a Leader should be in accordance with our former recommendation (£57,085), plus the subsequent local government staff pay awards (including an indicative uplift of 1.75% for 2021-22 which is still the subject of negotiation), i.e. £62,092.

We also recommend the maintenance of its relation to other special responsibility allowances, as set out in the Appendix to this report which can be found at:

<https://www.londoncouncils.gov.uk/node/39359>

Training and Support

The responsibilities of councillors are substantial, extensive and complex.

The Pandemic has also resulted in an acceleration of more flexible ways of working including greater use of digital technology. While this has provided a range of benefits including less travelling for work it has required councillors to have the necessary digital skills. Additionally, the move to audio visual conferencing has resulted in a growth in meetings for many contributing to an overall increase in 'screen time'.

We believe that every borough should:

- have an ongoing programme of member training and development
- provide members with the logistical and clerical support and the appropriate IT equipment to help them deal with their workload.

Barriers to being a councillor

- **Allowance for care of dependents.**

It is important that obstacles to becoming a councillor should be removed wherever possible. Care costs can be a significant deterrent to service as a councillor. Our strong view is that in appropriate cases when they undertake their council duties, councillors should be entitled to claim an allowance for care of dependents.

- **Dependents' carers' allowance**

The dependents' carers' allowance should be set at the London living wage but (on presentation of proof of expense) payment should be made at a higher rate when specialist nursing skills are required.

- **Special Responsibility Allowances in the case of sickness, maternity and paternity leave**

Our view is that members' allowances schemes should allow the continuance of Special Responsibility Allowances in the case of sickness, maternity and paternity leave in the same terms that the council's employees enjoy such benefits (that is to say, they follow the same policies).

Travel and Subsistence allowances

The Basic Allowance should cover basic out-of-pocket expenses incurred by councillors, including intra-borough travel costs and expenses. The members' allowances scheme should, however, provide for special circumstances, such as travel after late meetings or travel by councillors with disabilities. The scheme should enable councillors to claim travel expenses when their duties take them out of their home borough, including a bicycle allowance.

Allowances for Mayor or Civic Head

Many councils include the allowances for the mayor (or civic head) and deputy in their members' allowance scheme. However, these allowances do serve a rather different purpose from the 'ordinary' members' allowances, since they are intended to enable the civic heads to perform a ceremonial role. There are separate statutory provisions (ss 3 and 5 of the Local Government Act 1972) for such allowances and councils may find it convenient to use those provisions rather than to include the allowances in the members' allowance scheme.

Update for inflation

We continue to recommend that all allowances should be updated annually in accordance with the headline figure in the annual local government pay settlement.

The Regulations make it obligatory for the annual updating of the Scheme to be formally authorised by the council each year.

Agenda Item 7.8

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 24 May 2023

Subject: Appointment of Chief Executive and Head of Paid Service

Report of: Leader of the Council – Councillor Stephen Cowan

SUMMARY

The Council is asked to approve the appointment of Sharon Lea as the Chief Executive and Head of Paid Service for the London Borough of Hammersmith and Fulham with immediate effect.

The Chief Executive will also be the Returning Officer and Electoral Registration Officer. (The appointment of the Returning Officer and Electoral Registration Officer is required for the discharge of the functions of Electoral Registration Officer and responsibility for elections).

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RECOMMENDATIONS

1. The Council approves the appointment of Sharon Lea as the Chief Executive and the Head of Paid Service.
2. The Council approves the appointment of the Chief Executive as the Returning Officer and Electoral Registration Officer.

LEGAL IMPLICATIONS

The Council's Constitution provides that the full Council will approve the appointment of the Head of Paid Service and the Chief Executive following the recommendation from a committee or sub-committee of the Council before the appointment is made where no well-founded objection from any member of the Executive has been received.

The Council Appointments Panel recommends that Sharon Lea be appointed as Chief Executive.

Implications verified by: David Tatlow – Strategic Director of Corporate Services

FINANCIAL IMPLICATIONS

There are no additional financial implications. The role of the chief executive is already part of the Council's establishment and will be contained within existing budgets.

Implications verified by: Sukvinder Kalsi, Strategic Finance Director.

BACKGROUND PAPERS USED IN PREPARING THIS REPORT – none

REASONS FOR DECISION

Section 4 of the Local Government & Housing Act 1989 requires every local authority to designate one of their officers as its Head of Paid Service. Sections 8 and 35 of the Representation of the People Act 1983 also requires reappointment of the Electoral Registration Officer and Returning Officer.

Sharon Lea is currently Interim Chief Executive by Decision of Full Council and has been so since February 2022. However the prefix 'Interim' should not be removed without compliance with the requirements of the Constitution which involves formal appointment.

Proposal and Issue

Sharon Lea was appointed at the Interim Chief Executive on 24 February last year. As she has been undertaking the duties for over 12 months, the continuing use of the title interim is no longer appropriate.

Consultation

Notice has been given to Cabinet Members of the proposed appointment.

Agenda Item 7.9

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 24/05/2023

Subject: Appointment of Independent Persons

Report of: The Leader of the Council - Councillor Stephen Cowan

Report author: David Abbott, Head of Governance

Responsible Director: David Tatlow, Strategic Director of Corporate Services

SUMMARY

The Localism Act 2011 requires local authorities to appoint at least one Independent Person to consider complaints against members and to offer their impartial views on each case, including any investigations undertaken. This report seeks the re-appointment of His Honour Judge John Rylance, Mr Tom Babbedge and Ms Dilina Ostborn.

RECOMMENDATIONS

- 1. That His Honour Judge John Rylance, Mr Tom Babbedge and Ms Dilina Ostborn be re-appointed as Independent Persons for a fixed term of 2 years.
- 2. That the Council pay each appointed person a flat rate allowance of £504 per annum payable in line with the Members’ Allowance scheme.

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Taking pride in H&F	Ensuring a high standard of governance across the Council.

Financial Impact

There is sufficient provision in the existing budget to fund the costs of the Independent Persons’ allowances as contained in this report.

Alex Pygram, Head of Finance, 15/05/2023

*Verified by Andre Mark, Head of Finance –Strategic Planning and Investment,
15/05/2023*

Legal Implications

The Localism Act 2011 requires local authorities to appoint at least one Independent Person to consider complaints against members and to offer their impartial views on each case, including any investigations undertaken.

Grant Deg, Assistant Director, Legal Services, 15/05/2023

Background papers used in preparing this report

Local Government Ethical Standards” the Committee on Standards in Public Life in January 2019: <https://www.gov.uk/government/collections/local-government-ethical-standards>

DETAILED ANALYSIS

Proposals

1. The Localism Act 2011 requires local authorities to appoint at least one Independent Person to consider complaints against members and to offer their impartial views on each case, including any investigations undertaken.
2. His Honour Judge John Rylance, Mr Tom Babbedge and Ms Dilina Ostborn were appointed as independent persons in March 2019, then again in April 2021. This report seeks to re-appoint them for a further two years.

Reasons for Decision

3. The Localism Act 2011 requires local authorities to appoint at least one Independent Person to consider complaints against members and to offer their impartial views on each case, including any investigations undertaken.
4. In its report “Local Government Ethical Standards” the Committee on Standards in Public Life in January 2019 recommended as best practice that local authorities should have access to at least two Independent Persons and that an Independent Person needs not just to be independent according to the requirements of the Localism Act 2011 but should also show an ability to:
 - offer authoritative and impartial advice
 - maintain independence in a politically sensitive environment

- gain the confidence of councillors, officers, and the public
 - make decisions on an impartial basis, grounded in the evidence
 - work constructively with the local authority and senior officers
 - act as an impartial advisor to the council on code of conduct matters.
 - provide a view on code of conduct allegations based on the evidence before them, and whilst being aware of the political context, should be politically neutral.
5. In 2019 the Independent Persons positions were advertised online and 17 local residents applied for the posts. From a very strong field, 7 people were interviewed by the Chair of the Audit, Pensions and Standards and Committee, the Monitoring Officer and Deputy Monitoring Officer. The Panel recommended for appointment:
- His Honour Judge John Rylance – retired Deputy Circuit Judge, sitting mainly in County and Family Courts and as Chairman of Bar Disciplinary Tribunals.
 - Mr Tom Babbedge - Chief Scientist and Deputy Head of Systematic Strategies at Gresham Investment Management, a commodity investment firm.
 - Ms Dilina Ostborn - An experienced City dispute resolution lawyer.
6. It is recommended that they be re-appointed for a further two years.

LIST OF APPENDICES

None.

Report to: Full Council

Date: 24/05/2023

Subject: Council Calendar of Meetings 2023/24

Report of: The Leader of the Council

Report author: David Abbott, Head of Governance

Responsible Director: David Tatlow, Strategic Director of Corporate Services

SUMMARY

This report requests Full Council's approval of the 2023/24 calendar of meetings.

RECOMMENDATIONS

1. That the 2023/24 Council calendar of meetings at Appendix 1 be approved.

Wards Affected: None

Our Values	Summary of how this report aligns to the H&F Values
Doing things with local residents, not to them	Public meetings allow residents to exercise their local democratic rights. Residents can also contribute to scrutiny of the Council and policy development through Policy and Accountability meetings.

Financial Impact

The recommendations in this report have no direct financial implications.

Alex Pygram, Head of Finance, 15/05/2023

Verified by Andre Mark, Head of Finance – Strategic Planning and Investment, 15/05/2023

Legal Implications

The Council may hold its meetings at such hour, on such days and at such a place as the Council may determine. Approval of the schedule of meetings allows the Council to continue to carry out its business lawfully.

Grant Deg, Assistant Director, Legal Services, 15/05/2023

Background Papers Used in Preparing This Report

None.

DETAILED ANALYSIS

Proposals and Analysis of Options

1. This report requests approval of the 2023/24 Council calendar of meetings attached at Appendix 1.

Reasons for Decision

2. The Council has the power to agree the date of its meetings. The Council agrees its calendar of meetings annually.

Equality Implications

3. There are no anticipated negative implications for groups with protected characteristics, under the Equality Act 2010, by the approval of the amendments recommended in this report. Officers have considered the equalities impact of this decision to be neutral.

LIST OF APPENDICES

Appendix 1 – Council Calendar 2023/24

H&F Council Calendar of Meetings - 2023/24

Page 69	2023	MAY		JUNE		JULY		AUGUST		SEPTEMBER		OCTOBER		NOVEMBER		DECEMBER		
		Monday	1	Bank Holiday								2	Conservative Party Conference					
		Tuesday	2		1													
		Wednesday	3		2													
		Thursday	4	1				3										
		Friday	5	2				4										
		Monday	8	Bank Holiday		5	Cabinet	3	CEPAC	7	4	Cabinet	9	Labour Party Conference	6	Cabinet	4	Cabinet
		Tuesday	9		6	Planning	4	Planning	8	5	Planning	10	7		Planning	5	Planning	
		Wednesday	10		7	Pensions Board	5	CG	9	6	WSCT	11	8			6		
		Thursday	11		8		6		10	7		12	9			7		
Friday	12		9		7		11	8		13	10		8					
Monday	15	Cabinet		12	Licensing Committee	10	LG	14	11	POB	16	Cabinet	13	CEPAC	11	POB		
Tuesday	16		13	PFC	11		15	12	Audit	17	Planning	14	HH PAC	12	WSCT			
Wednesday	17	CG	14		12	Full Council	16	Summer Break	13		18		15	Health PAC	PFC	13	HWBB	
Thursday	18		15		13		17		14		19		16		14			
Friday	19		16		14		18		15		20		17		15			
Monday	22	LG	19		17	Cabinet	21		18		23	School Holidays	20	EASPR PAC	18			
Tuesday	23		20	POB	18	CCE PAC	22		19	PFC	24		21	CCE PAC	19			
Wednesday	24	Annual Council	21	WSCT	19	Health PAC	23	20	HWBB	25	CG	22	SICS PAC	20				
Thursday	25		22		20		24	21		26	School Holidays	23		21				
Friday	26		23		21		25	22		27		24		22	School Holidays			
Monday	29	Bank Holiday		26		24	EASPR PAC	28	25		30	LG	27	Audit	25	Christmas Day		
Tuesday	30	School Holidays		27		25	HH PAC	29	26		31		28		26	Boxing Day		
Wednesday	31			28	HWBB	26	Audit	SICS PAC	30	27			29		27	School Holidays		
Thursday				29		27			31	28			30		28			
Friday		30		28				29				29						
2024		JANUARY		FEBRUARY		MARCH		APRIL		MAY								
	1	New Year's Day						1	Easter Monday									
	2	School Holidays						2										
	3							3										
	4							4										
	5							2						1		5		
	8		5	EASPR PAC		4	Cabinet	8	School Holidays	6	Bank Holiday							
	9		6	CCE PAC	PB	5	Planning	9		7								
	10		7	SICS PAC		6	WSCT	10		8								
	11		8			7		11		9								
	12		9			8		12		10								
	15	Cabinet	12	Cabinet	11	Audit	15	Cabinet	13									
	16	Planning	13	Planning	12	HWBB	16	Planning	14									
	17	CG	14			13			17		15	CG						
	18		15			14			18		16							
	19		16			15			19		17							
	22	LG	19	LG	18			22	EASPR PAC	20	LG							
	23	POB	20	PFC	19			23	CCE PAC	21								
	24	Full Council	21	CG	20			24	SICS PAC	22	Annual Council							
	25		22			21			25		23							
	26		23			22			26		24							
	29	CEPAC	26	Budget Council	25	CEPAC	29	POB	27	Bank Holiday								
	30	HH PAC	27			26	HH PAC	30		28								
	31	Health PAC	28			27	Health PAC			29								
				28	Good Friday		30											
				29			31											

Committee names and abbreviations

Cabinet	Cabinet
Planning	Planning and Development Control Committee
Full Council	Full Council
HWBB	Health and Wellbeing Board
Audit	Audit Committee
WSCT	Wormwood Scrubs Charitable Trust Committee
PFC	Pension Fund Committee
Pensions Board	Pensions Board
Licensing Committee	Licensing Committee / Annual Licensing Committee
POB	Policy and Oversight Board
CEPAC	Children and Education Policy and Accountability Committee
Health PAC	Health and Adult Social Care Policy and Accountability Committee
SICS PAC	Social Inclusion and Community Safety Policy and Accountability Committee
CCE PAC	Climate Change and Ecology Policy and Accountability Committee
EASPR PAC	The Economy, The Arts, Sports and the Public Realm Policy and Accountability Committee
HH PAC	Housing and Homelessness Policy and Accountability Committee

Cultural and religious dates

2023	
Eid al-fitr	22-Apr
Shavuot	26-May
Eid al-Adha	29-Jun
Rosh Hashana	16-Sep
Yom Kippur	25-Sep
Diwali	12-Nov
Christmas Day	25-Dec
2024	
Purim	24-Mar
Good Friday	29-Mar
Passover	23-Apr (last day of passover - 30 April)
Easter Monday	01-Apr

Elections

*Mayor of London and London Assembly Elections

Agenda Item 8.1

London Borough of Hammersmith & Fulham

Report to: Full Council

Date: 24/05/2023

Subject: Annual Report of the Policy and Oversight Board and Policy and Accountability Committees 2022/23

Report of: The Policy and Oversight Board and Policy and Accountability Committee Chairs

Report author: David Abbott, Head of Governance

Responsible Director: David Tatlow, Strategic Director of Corporate Services

SUMMARY

The Chairs of the Policy and Oversight Board and Policy and Accountability Committees present the annual report of the activities of the scrutiny function in Hammersmith & Fulham.

RECOMMENDATIONS

That the Annual Report of the Annual Report of the Policy and Oversight Board and Policy and Accountability Committees 2022/23, be received and noted.

Wards Affected: None

Our Values	Summary of how this report aligns to the H&F Values
Taking pride in H&F	Ensuring a high standard of governance across the Council.

Background Papers Used in Preparing This Report

None.

LIST OF APPENDICES

Appendix 1 – Annual Report of the Policy and Accountability Committees 2022/23

Annual Report of the Policy and Oversight Board and Policy and Accountability Committees 2022/23

Policy and Accountability Committees (PACs) were an innovation introduced by the Council's new administration following the election in May 2014. The PACs have the following key responsibilities:

- To hold the Cabinet to account.
- To be a critical friend to the Executive and to challenge the assumptions behind the policies and actions of the Council and other local service providers.
- To amplify the voice and concerns of residents and to give them a mechanism to comment on, participate in, and determine Council policy.
- To improve the Council's services by listening to residents and user groups.
- To scrutinise decisions made by partner organisations in the interest of the residents of the Borough.
- To be independent of party politics and ensure an informed evidence-based approach to policy development.

In May 2022, Full Council created the Policy and Oversight Board to oversee the Council's overview and scrutiny function, delivered through the PACs. The members of the Board include the Chairs of each of the PACs, who report their work and emerging issues to the Board for consideration.

In 2022/23 there were six PACs:

- Children and Education
- Climate Change and Ecology
- Health and Adult Social Care
- Housing and Homelessness
- Social Inclusion and Community Safety
- The Economy, Arts, Sports, and Public Realm

The Policy and Oversight Board and the PACs have continued to deliver engaging work programmes and have given residents the opportunity to be heard on the issues that matter to them. The following pages give an overview of the work of the Board and the PACs in 2022/23.

Policy and Oversight Board

Members

Councillor Lisa Homan (Chair)
 Councillor Jacolyn Daly
 Councillor Natalia Perez
 Councillor Helen Rowbottom
 Councillor Nikos Souslous
 Councillor Nicole Trehy
 Councillor Rory Vaughan
 Councillor Victoria Brocklebank-Fowler

The Committee was supported throughout the year by Councillor Rowan Ree (Cabinet Member for Finance and Reform), Councillor Rebecca Harvey (Cabinet Member for Social Inclusion and Community Safety), Councillor Bora Kwon (Cabinet Member for Civic Renewal), Matthew Sales (Assistant Director, Programmes and Assurance), and officers from across the Council.

The Board is responsible for the creation and monitoring of new policy development via the PACs and task and finish groups. It is also responsible for scrutinising the corporate budget, finance and resources, human resources and performance management, shared services, communications, elections, IT, research and innovation, customer care and complaints, corporate programmes and assurance, and other major cross-cutting functions of the Council. Below are the key issues that the Board looked at in the 2022/23 municipal year.

Development of the Council's Digital Inclusion Strategy

In September 2022, the Board considered and supported the co-production of the Council's emerging digital inclusion strategy, with contributions from experts in the field. The Board provided valuable feedback on the direction of the strategy and reinforced the areas identified as a key focus in co-production.

The Board made a number of suggestions and recommendations to improve digital inclusion in the borough including:

- Exploring the possibility of offering free, or more accessible, Wi-Fi in libraries. And using libraries as digital community hubs with digital champions available to support residents.
- Tasking Health and Adult Social Care PAC with exploring ways to improve digital inclusion and access to primary and acute care services.
- Considering improvements to the Council's website and online services incorporating single account credentials, clearer signposting, and easier navigation.
- Exploring options to co-locate Citizen's Advice services in the new Civic Campus.

- Asking internet provider Hyperoptic to highlight their social tariffs offer in their leaflets and to further explore the option of free Wi-Fi offer for community centres.

Since then, work has continued with the Digital Accessibility Group and the draft strategy is currently being developed. The strategy will go back to the Digital Accessibility Group in May 2023 for their approval and will be presented to the Council's Strategic Leadership Team and a future meeting of the Board.

The Council's response to the cost of living crisis

In December 2022, the Board scrutinised the Council's response to the cost of living crisis, with guests from local advice and partner organisations involved in supporting residents and businesses through the crisis.

Members discussed the wide range of activities being undertaken to support Residents. They discussed the conferences that had taken place with businesses and third sector organisations that had led to a plan to establish an alliance partnership. They discussed the importance of effective community engagement and co-producing services with residents. The Board also considered how the Council could address data sharing issues across different organisations to provide more agile, targeted support to residents. Other key issues raised include staffing and recruitment, increased demand for mental health services, and practical steps like making low-cost ceramic heaters more widely available.

The Board received a further update on the Council's cost of living response in April 2023.

Scrutiny of Revenue Budget for 2023/24

In January 2023, the Board scrutinised the Council's revenue budget and council tax levels for 2023/24. Members discussed and endorsed the need for a three-year settlement plan going forward. The Board made requests for briefings on the 2021 Census, the projected 1,600 new households assumed in the budget, and the Council's workforce figures. The Board also recommended that business rates revenue be included as a risk factor in future budget proposals.

The revenue budget for 2023/24 was approved at Full Council on 23 February 2023. Following the final Local Government Finance Settlement an additional £100k was added to the cost of living fund to provide further support during the financial year.

Recruitment and retention and the 2021 census

Finally, in March 2023 the Board looked at the following:

- The Council's commitment to inclusive recruitment, internal development and retention of key skills
- A look back at the work of the Board in 2022/23
- A briefing on the 2021 census

The Board's consideration of items has benefitted from the contributions of invited external experts and partners, from the resident Digital Accessibility Group, national and local advice agencies, the community and voluntary sector and business. There have been nine external speakers for the digital inclusion and cost of living items, providing wider perspectives and challenge on these important policy initiatives. Under the guidance of the Chair of the Board, this has strengthened the Council's approaches and will continue to be a key feature of how the Board will operate going forward.

Children and Education Policy and Accountability Committee

Members

Councillor Helen Rowbottom (Chair)
 Councillor Daryl Brown
 Councillor Mercy Umeh
 Councillor Lucy Richardson
 Councillor Aliya Afzal-Khan
 Eleanor Allen (Co-optee)
 Nandini Ganesh (Co-optee)
 Nadia Taylor (Co-optee)

The Committee was supported by Councillor Alex Sanderson (Cabinet Member for Children and Education), Jacqui McShannon (Director for Children's Services), and officers from across Children's Services.

The Committee covers a wide range of services aimed at children and families in the borough including education, children's social services, safeguarding, child protection, children in care, and services for children and young people with special educational needs. Below are the key issues that the Committee looked at in the 2022/23 municipal year.

Youth Voice, Ofsted Focused Visit, Summer in the City

The Committee considered the following topics at its first meeting on 19 July 2022:

- Youth Voice Update – July 2022
- Ofsted Focused Visit – January 2022
- Summer in the City – Summer Activities for Children and Young People

The Committee asked to be kept up to date on the development of the Youth Council's manifesto and implementation plan. While discussing the Ofsted visit, the Committee recommended that officers worked with the Business Intelligence team to develop predictive modelling to support recruitment and caseload management. The Summer in the City programme was commended and there was a recommendation that officers sought corporate sponsorship so that some of the activities could be offered throughout the year.

Youth Justice Inspection, Corporate Parenting Board, Learning Partnership, and Summer in the City

The Committee considered the following topics at its meeting on 21 November 2022:

- Youth Justice Service Inspection Outcome
- Corporate Parenting Board Review
- The Learning Partnership
- Summer in the City Delivery Report

The Committee commended the Youth Justice Service for achieving an overall 'Outstanding' rating in their most recent inspection by HM Inspectorate of Probation in June 2022. Members asked officers to think about how the good news and the good work the service did could be spread through community leaders and resident meetings. Members also made suggestions to improve the Learning Partnership's offer by reaching out to the borough's big businesses and private schools. Finally, the Committee discussed the Summer in the City programme and recommended putting together a more formal offer for older young people with special educational needs and disabilities in future years.

The Budget, Mental Health Provision, and School Performance

The Committee considered the following items at its meetings on 30 January 2023 and 27 March 2023:

- 2023 Medium Term Financial Strategy
- Co-production in Mental Health Provision for Young People
- School Performance Report for Academic Year 2021/22

At the January meeting the Committee discussed the financial pressures on schools, the rising numbers of children and young people with Special Educational Needs and Disabilities and Education Health and Care Plans, safeguarding numbers, and the new Family Hubs. They also discussed how the Council's finance and Business Intelligence teams approached financial forecasting and modelling over the long term.

At the March meeting, members discussed how partners worked with the NHS to provide mental health services, better use of data and how to measure effective service delivery, if services were inclusive, and how the Council could support providers with co-production expertise. Finally, the Committee congratulated the Council's schools and education team on another year of excellent performance and recommended thinking about how to spread the good practice and learning further afield.

Climate Change and Ecology Policy and Accountability Committee

Members

Councillor Nichole Trehy (Chair)
 Councillor Laura Janes
 Councillor Ross Melton
 Councillor Stala Antoniadis
 Councillor Jose Afonso

The Committee was supported throughout the year by Councillor Wesley Harcourt (Cabinet Member for Climate Change and Ecology), Bram Kainth (Strategic Director of Environment), Hinesh Mehta (Head of Climate Change), and other officers from across the Council.

The Committee is tasked to monitor the administration and spending in services within its scope, including climate change and the response to Climate Emergency, transport, parking and traffic management, planning policy, recycling and environmental sustainability, waste management and ecology & biodiversity. Below are some of the key issues that the Committee looked at in the 2022/23 municipal year.

H&F 2030: Climate and Ecology Strategy and Priorities

In September the Committee considered the Council's Climate Ecology strategy and 2022-23 priorities and noted that in achieving the net zero target by 2030, the Council had earmarked £1 to £2 billion to decarbonise the borough, and £600 million to build new energy efficient homes and retrofit existing Council properties. Members also discussed the increase of electrical charging points across the borough, implementation of clean air neighbourhoods, use of heat pumps in better insulated buildings, installation of solar panels, development of green space and rooves like "greening the grey" scheme under the highways, and the promotion of the "Library of Things". Officers highlighted the monitoring role of the Climate Emergency Unit which sought to scrutinise internally and prepare progress updates for individual challenges on a regular basis.

Clean Air Neighbourhoods

The November meeting was postponed to 3 January at which the Committee discussed the impacts of the Clean Air Neighbourhoods on traffic and the amount of carbon dioxide in the air. Residents generally welcomed the scheme, but some wanted the Council to take more radical action. The Committee asked officers for information on the timeframe of implementing rewilding in the borough and the optimal use of land for greening. They also recommended putting clear signage in place to guide traffic through the scheme areas.

Corporate and Departmental Budget

At the 31 January meeting, the Committee discussed the Council's budget proposals. Members and officers exchanged views on food waste collections, the risk associated with the works on the Hammersmith Bridge, and the anticipated reduction in waste tonnages.

Climate Education in H&F 2023

At the same January meeting, the Committee had an update on Climate Education in the borough. Members discussed how to overcome barriers and improve school engagement further. They also discussed the new Climate Education and Wellbeing Centre. The Committee requested a report on participants' feedback and school case studies and the business case of the Centre.

Wood Burning and Climate Change Communications

In March the Committee welcomed Dr Gary Fuller of Imperial College London to talk about the effects of wood burning on air quality. Members discussed the numbers of households using different fuels for wood burning, the positive impacts of ultra-low emissions zoning, the impact of air pollution on respiratory diseases like asthma, and the role of stakeholders in tackling air quality and climate change together. The Committee also discussed communications and recommended an educational and informative campaign about the danger of using solid fuels for wood burning.

Health and Adult Social Care Policy and Accountability Committee

Members

Councillor Natalia Perez (Chair)
 Councillor Genevieve Nwaogbe
 Councillor Patricia Quigley
 Councillor Ann Rosenberg
 Councillor Amanda Lloyd-Harris
 Victoria Brignell (Co-optee)
 Lucia Boddington (Co-optee)
 Jim Grealy (Co-optee)
 Keith Mallinson (Co-optee)

The Committee was supported throughout the year by Councillor Ben Coleman (Deputy Leader with responsibility for Health and Adult Social Care), Lisa Redfern (Strategic Director of Social Care), Linda Jackson (Strategic Director of Independent Living), Jo Baty (Assistant Director – Specialist Support and Independent Living), and other officers from across the Council.

The Committee is responsible for scrutinising the health of both children and adults, the provision and improvement of primary and acute NHS services, the provision of mental health services, and adult social care services in the borough. Below are the key issues that the Committee looked at in the 2022/23 municipal year.

Public Health, Palliative Care, Safeguarding Adults Board Annual Report, and Healthwatch Annual Report

The Committee considered the following items at its meeting on 20 July 2022:

- Public Health Update
- Community-based Specialist Palliative Care Services Improvement Programme
- Safeguarding Adults Board Annual Report 2020-21
- Healthwatch Annual Report 2020-21

Council activities on both monkey pox and Covid 19 recognised the need for swift and responsive mobilisation of support services. In this context, the committee will be exploring how the heatwave has affected the borough, what has been done to mitigate, and invite the emergency planning team to explore how residents can prepare themselves better to deal with extreme heatwaves in future. End of life and specialist care service provision in North West London is currently being reviewed and early engagement with local communities had allowed the NHS borough team to work closely with lay partners and stakeholders such as HaFSON to help design engagement materials. The committee are keen to both support the engagement and contribute to any future consultation.

Western Eye Hospital, Plans for North West London Elective Orthopaedic Surgical Hubs, and West London NHS Trust Update

The committee considered the following items at its meeting on 16 November 2022:

- Western Eye Hospital and Ophthalmology Services
- Plans for North West London Elective Orthopaedic Surgical Hubs
- West London NHS Trust Update

Western Eye Hospital and the proposals to improve this provision were very much welcomed. The committee explored the concerns of The Macular Society and the National Federation of the Blind UK and our residents who highlighted concerns about future provision, increasing rates of impairment that were preventable and access to local ophthalmology services. A proposal for Elective Orthopaedic Hubs was welcomed by all, but it was recognised that it was important to ensure that patients retained a choice in terms of treatment and were able to travel to the hubs. The improvement plans for West London NHS Trust and how this was progressing was considered and the impact of the loss of mental health beds in Ealing. Members will continue to monitor both issues closely and welcomed ongoing opportunities for further engagement.

Palliative Care, the Budget, Emergency Planning Response to the 2022 Heatwave, West London NHS Trust Update

The Committee considered the following items at its meetings on 25 January 2023 and 22 March 2023:

- Palliative Care – Model of Care Working Group Update
- 2023 Medium Term Financial Strategy
- Emergency Planning – Response to the 2022 Heatwave
- West London NHS Trust Update

The Committee made recommendations on the Palliative Care item around improving the frequency of communication with residents and highlighting opportunities for residents to engage with the group.

During the budget discussion members made recommendations to explore the level of funding available for transitions and how delays may be alleviated. They also considered the accessibility of Careline and other support services. The Committee also discussed the emergency response to the heatwave and made suggestions to improve communication to residents.

Finally, the Committee raised a number of issues with the West London NHS Trust at its March meeting, including a range of actions from previous meetings, the planned closure of a number of Ealing mental health beds, and an engagement project with Healthwatch. Members made recommendations to improve reporting, improve transparency at Trust meetings, and carry out independent audits of Trust services.

Housing and Homelessness Policy and Accountability Committee

Members

Councillor Jacolyn Daly (Chair)
Councillor Paul Alexander
Councillor David Morton
Councillor Asif Siddique
Councillor Adronie Alford

The Committee was supported throughout the year by Councillor Frances Umeh (Cabinet Member for Housing and Homelessness), Richard Shwe (Director of Housing), and officers from across the Council.

The Committee is tasked to monitor the policy, administration and spending of all aspects of housing (including privately owned, council, housing association, sheltered and supported housing), provision of homes for local residents and tackling and reducing homelessness. Below are the priority areas that the Committee considered during the 2022/23 municipal year.

Briefings by the Interim Directors

In November the Committee met with the then Interim Director, Mark Lowthian who had appreciated partnership working which had achieved much for communities and residents' involvement in particular during the face of the cost-of-living crisis. He highlighted that increasing the digital offer and the visibility of the housing teams were two areas his department was working hard to deliver.

In his introductory remarks delivered at the March meeting, Richard Shwe (Interim Director of Housing) highlighted his priorities around improving overall management, taking a more strategic financial approach, improving repairs, improving void management, and decant and temporary accommodation services. Members discussed the need for investment in the housing stock.

Housing Repairs Briefing

During the briefing in July, the Committee requested a detailed report on the housing repairs service including an update on the capital programme, details of the housing pipeline, and plans to spend £600m to improve housing in the borough.

Rough Sleeping and Homelessness Prevention

The Committee met with the third sector in July and received an update in November. Rough sleeping in the borough had increased by 22% in Q2, 2022, and the Council had met the demand for temporary housing through its efficient property

procurement team, daily outreach programme to attract landlords, working in partnerships with the Housing Associations, and benefits team to assess people's affordability and entitlements. To put and affected people on a pathway out of homelessness, the Council also conducted health and wellbeing assessment for them and offered co-location services to address the digital gap.

To accommodate refugees, the Council had established a dedicated team to help eligible households on the waiting list to set up family homes in the borough. After exhausting all options for rough sleepers who were migrants and not in receipt of benefits, the third sector would advise what was available to them. The Committee requested a report on income maximisation and financial inclusion and following a discussion on daytime activities for residents in St Mungo hostels, members requested a review of the first 6 months of the collaboration pilot began in November.

Developing Capital Works Programme

In November members were briefed on the capital works programme. The Stock Condition Survey ran in a 3-year cycle for all the residential portfolio and the current one was due for completion in Q4 2023. Capital works would be scheduled for buildings which had already undertaken the survey, or urgently done in compliance with the post-Grenfell requirements. The Asset Management Strategy reviewed the current asset data and dictated investment requirements for the next 12 years. It aimed at informing priority over a long period of time and depicted what would happen in the next few years without giving a concrete date of capital works.

Medium Term Financial Strategy & Housing Revenue Account Budget

In January, the Committee discussed the provisions set aside to support residents with cost-of-living pressures and to procure more affordable properties to meet the rising demand for temporary accommodation. Members expressed concerns for more supply of family-sized homes, more resources for dealing with damp and mould, and additional assistance to residents in meeting the rent increase and costs for potential default. They also noted about the Council's endeavour to help the tenants in resolving rent arrears, the principles and mechanism of imposing service charges, the target of void reduction, and measures taken to bring down the number of outstanding repairs.

Update on the Council's Development Programme

In March the Committee received an update on the Council's Development Programme which sought to build 3000 energy efficient homes over the next four years and met with BPTW and Calford Seaden on the redevelopment of Hartopp and Lannoy site. Members discussed the Council's plans over the next 18 months to look for further development opportunities.

Social Inclusion and Community Safety Policy and Accountability Committee

Members

Councillor Nikos Souslous (Chair)
 Councillor Omid Miri
 Councillor Trey Campbell-Simon
 Councillor Sally Taylor
 Councillor Andrew Dinsmore

The Committee was supported throughout the year by Rebecca Harvey (Cabinet Member for Social Inclusion and Community Safety), Bram Kainth (Strategic Director of Environment), Matthew Hooper (Chief Officer - Safer Neighbourhoods & Regulatory Services), and other officers from across the Council.

Chair's introduction

It has been a productive year for our PAC and I would like to thank all those that have supported our work, especially the charities, community organisations and members of the public that have contributed to our meetings. We have benefited from regular updates from the Law Enforcement Team at each session, enabling us to follow the service's progress and shape its future activities.

In addition, we have received briefings from the Metropolitan Police and had the opportunity to scrutinise their work across the borough and beyond. We have treated community safety and social inclusion as two intertwined issues, for example, by looking at what the council and its partners are doing to keep women safe and support survivors of abuse as well as the work of the Gangs, Violence and Exploitation Unit.

We will be exploring many of these issues in even greater detail over the next year and look forward to further contributing to the work of the council and other outside bodies.

- *Councillor Nikos Souslous - Chair of Social Inclusion and Community Safety Policy and Accountability Committee*

The Committee is responsible for improving social inclusion, community safety and anti-social behaviour, licensing and gambling, neighbourhood governance, community engagement, the Council's equalities and diversity programmes and support for vulnerable groups, the Council's Voluntary Sector strategy, and increasing access to opportunity in all aspects of social and economic life in the borough. Below are the key issues that the Committee looked at in the 2022/23 municipal year.

Refugee Update and Local Enforcement Team

The Committee considered the following items at its first meeting on 18 July 2022:

- Refugee Update
- Local Enforcement Team

The Committee welcomed that the council is seeking formal designation as a borough of sanctuary for refugees and asylum seekers, and that the council continues to lobby against the government's inhumane proposals to send asylum seekers to Rwanda, advocating for open, safe routes for asylum seekers. The Committee will have a themed standing item on Local Enforcement Team given the varied range of its remit and positive impact on resident wellbeing and safety.

Law Enforcement Team, Gangs Unit, and Domestic Violence and Violence Against Women and Girls

The Committee considered the following items at its first meeting on 22 November 2022:

- Law Enforcement Team update
- Gangs, Violence and Exploitation Unit
- Domestic Violence and Abuse, and Violence Against Women and Girls

The committee welcomed an update from the Law Enforcement Team on their ongoing work supporting residents, ensuring that there is high visibility and continued co-operation with the Metropolitan Police. The committee heard from The Harrow Club and Violence Intervention Project that early intervention work with young people is critical in identifying need, support positive outcomes and break the cycle of violence and abuse. The need for long-term planning and support was also emphasised and the Council is committed to treating this issue as a priority. The committee commended officers on their work to secure further funding from the Greater London Authority on support services for survivors of abuse, the ongoing consultation by the Women and Girls Network and the much-needed work of organisations such as Advance and Refuge.

The Budget, Law Enforcement Team Annual Report, Public Space Protection Orders, and Police Briefing

The Committee considered the following items at its meetings on 1 February 2023 and 21 March 2023:

- 2023 Medium Term Financial Strategy
- Annual Performance Report for the Law Enforcement Team
- Public Space Protection Orders
- Harmful Hexagons
- Police Briefing with Superintendent Craig Knight

The Committee discussed the way the Law Enforcement Team worked in the borough and asked for more data about their outreach work to support rough sleepers. They also made suggestions about which communities would benefit from

greater engagement with the team. Members also discussed Public Space Protection Orders and asked to be updated on their use.

Finally, members and community representatives spoke with Superintendent Craig Knight of the Metropolitan Police about neighbourhood policing in the borough. They discussed stop and search, diversity in the police force, the outcome of the Casey Review, police numbers, and the need for robust partnership working.

The Economy, Arts, Sports, and Public Realm Policy and Accountability Committee

Members

Councillor Rory Vaughan (Chair)
Councillor Liz Collins
Councillor Adam Peter Lang
Councillor Ashok Patel
Councillor Jackie Borland

The Committee was supported throughout the year by Councillors, Cabinet Member Sharon Holder Cabinet Member for Public Realm, and Andrew Jones, Cabinet Member for the Economy.

Chair's introduction

I would like to thank everyone who has contributed to the work of the Economy, Arts, Sports and Public Realm PAC during 2022-23. As you will see below, the PAC has been considering and inputting into a number of significant policy developments during the year, including: the emerging 10-year cultural strategy; the results of the wheeled bin and food waste collection prototype; and the developing sports and physical activity strategy. We were pleased to be able to provide our input into these and other important developments, such as the parks strategy and the updated industrial strategy, at an early stage. And also, we were keen to emphasise that co-production with residents should play an important part of shaping these developments. We look forward to seeing residents benefitting from these initiatives once they are rolled-out this year.

- *Councillor Rory Vaughan, Chair of the Economy, Arts, Sports and Public Realm Policy Accountability Committee*

On the following pages is a selection of the priority areas that the Committee considered during the 2022/23 municipal year.

Development of the Borough's New Ten-Year Cultural Strategy

This report provided an update on the development of the borough's new ten-year cultural strategy. The Committee heard from Thomas Dodd, Arts Officer and Paul James (Activist Group, a consultancy supporting work on the strategy). Melanie Nock (Executive Director of HF ArtsFest) was also in attendance.

The Committee raised a number of themes including: the importance of engaging with young people and how engagement needed to be balanced between Hammersmith and Fulham, especially given the stated focus on heritage. Further areas included: the cost-of-living crisis and its effect on the viability of some arts projects in the borough and whether the Council might explore other funding sources

to support them. It was noted that the Arts Commission's recommendations were the starting point for the strategy but there was still more engagement to do before an action plan could be produced.

The Committee commended the work which had been conducted so far and requested going forwards that disabled people's groups were fully engaged and further consideration was given to how the strategy might be promoted. Officers were also tasked to think about how the tourism offer linked to the Industrial Strategy – and, given the wealth of arts venues in the borough, how to promote local venues and activities to people visiting London.

Wheeled Bin and Food Waste Collection Prototype Survey Results

The report outlined the waste prototype collection scheme and recent survey work undertaken in the areas using the service.

The Committee explored several areas including the impact of the pandemic and a greater number of residents working from home and how this had affected waste collection and fly tipping. The Committee underlined the importance of community engagement and were pleased to learn that only 3% of residents had complained about the prototype service.

The Committee were encouraged there had been an increase in the amount of recycling and noted that bin design with separate compartments for different types of waste had been a successful innovation. This issue of bin theft was raised, and the Committee noted it was important bins were not padlocked as refuse operators needed to be able to move these freely and easily. Officers explained that if bins were stolen or damaged, they would be replaced by the Council.

The Committee explored the plans for collecting garden waste and were informed that the new waste contract included provision for garden waste as an additional option. Officers were currently looking at how to deliver a service that met residents' needs including the possibility of garden waste being collected on the same day as the recycling where possible.

Development of the Borough's New Five-Year Sport and Physical Activity Strategy

When considering the Update on the Development of the Borough's New Five-Year Sport & Physical Activity Strategy, the Committee agreed that the proposed themes of the strategy were the right ones and recommended that promoting physical activity to the less active in the community was important.

The Committee discussed existing sports networks and recommended that these needed to be expanded and developed further to include schools, the third sector, disabled groups and Public Health. Hearing about the progress which had been made, the Committee recommended that officers needed to ensure co-production was weaved into the strategy. In addition, the Committee agreed that the strategy needed to include an appendix containing a document which stated what sports and

physical activity provision currently looked like, so there was a position statement to measure future progress.

2023 Medium Term Financial Strategy

During the budget discussion members commended the work of the LET (Law Enforcement Team) to make neighbourhoods feel safer for residents and agreed this was money very well spent. The Committee were pleased there would be additional investment in waste management in the forthcoming year, and the Chair was keen to revisit the new contract in due course.

The Committee recommended there was scope to improve how the successful implementation of Section 106 Agreements was communicated to residents. The Committee also explored business and domestic rates and commended how the Council Tax Support Scheme protected the most vulnerable and the least able to pay (and there were no plans to dilute the scheme.) The Committee also discussed High Street Strategies and Management Plans and the importance of regenerating local high streets given their increased importance since Covid.

Hammersmith & Fulham's Industrial Strategy

The Leader provided a detailed overview of how the Industrial Strategy was progressing. The Committee noted the strategy was ambitious and far reaching and recommended there was scope to improve how the ramifications of the strategy was communicated to residents.

Commenting on the overall update report, the Committee recommended the individual themes would benefit from adding a narrative to substantiate some of the key points. The Committee identified several topics for further investigation. These included the difficulties faced by women returning to work after the pandemic and the need for more affordable childcare. In addition, the opportunities presented by the growth of artificial intelligence (AI) and the importance of any future updates incorporating some tangible examples of success (such as people, research and statistics on the number of residents that had attained success through a particular project).

Development of the Borough's Parks for the Future Strategy

Finally, the Committee raised a number of issues when it considered Development of the Borough's Parks For The Future Strategy including the need for more trees to be planted, the use of parks by schools, the need to return parks and green space to its original state quickly after events. Further areas included the importance of using the Parks Forum in conjunction with Friends Group to steer future policy and parks usage.

The Committee also considered the following items:

- Challenges and Priorities for The Economy
- Challenges and Priorities for The Public Realm
- Update on Development of a Cultural Strategy for Hammersmith & Fulham
- Civic Campus Programme Update

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 24/05/2023

Subject: Special Urgency Decisions – Monitoring Report

Report of: Councillor Stephen Cowan – The Leader of the Council

Responsible Director: David Tatlow, Strategic Director of Corporate Services and Monitoring Officer

SUMMARY

This report presents details of decisions taken by the Leader under the urgency provisions of the Constitution. The report covers the period 1 April 2022 to 31 March 2023.

RECOMMENDATIONS

That Full Council note the decisions taken by the Leader under the urgency provisions attached as Appendix 1.

Wards Affected: None

H&F Priorities

Our Priorities	Summary of how this report aligns to the H&F Priorities
Doing things with residents and not to them	This report increases transparency for the public around the decisions made under the urgency provisions of the Council's constitution.

Financial Impact

There are no direct financial implications.

Alex Pygram, Head of Finance, 15/05/2023

Verified by Andre Mark, Head of Finance – Strategic Planning and Investment, 15/05/2023

Legal Implications

The legal implications are contained within the body of the report

Grant Deg, Assistant Director, Legal Services, 15/05/2023

Background Papers Used in Preparing This Report

None.

DETAILED ANALYSIS

Proposals and Analysis of Options

1. No general exception and one special urgency decision was taken by the Leader under the urgency provisions.

General Exception Decisions

2. If a matter which is likely to be a Key Decision has not been included in the Key Decisions list, then subject to Rule 17 (Special Urgency), the decision may still be taken if:
 - (a) the proper officer has informed the Chair of a relevant Policy and Accountability Committee, or if there is no such person, each member of that Committee, in writing, by notice, of the matter about which the decision is to be made and the reason why the matter should be classified as urgent;
 - (b) the proper officer has made copies of that notice available to the public at the offices of the Council and on the Council's website, stating why the requirements of Rule 13 cannot be complied with; and
 - (c) at least 5 clear days have elapsed since the proper officer complied with (b).

Where such a decision is taken collectively, it must be taken in public.

3. No report was taken undertaken under this procedure.

Special Urgency Decisions

4. Under Rule 17, the Leader or Cabinet can take a decision where the item has not been published on the Key decision list or where officers request that Call in be waived due to the urgency of the decision.
5. This type of decision can only be taken if the decision maker (if an individual), or the Chair of the body making the decision:

- a. obtains the agreement of the Chair of the relevant Policy and Accountability Committee and the Mayor that it is reasonable to treat it as an urgent matter.
 - b. obtains the agreement of the Mayor to waive the call-in so that the decision can be implemented with immediate effect.
 - c. the proper officer makes available at Hammersmith Town Hall and on the Council's website a notice setting out why the decision is urgent and cannot reasonably be deferred.
6. There was no decision taken where the item was not placed on the Key Decision List.
7. The Mayor waived the call-in period for one decision due to its urgency over the period between 1st April 2021 to 31st March 2022.

Reasons for Decision

8. The Leader is required to submit reports to the Council on Executive decisions taken using the urgency procedure. The reports must include the number of decisions so taken and a summary of the matters in respect of which those decisions are taken.

LIST OF APPENDICES

Appendix 1 – List of Urgent Executive Decisions made by the Leader

Appendix 1 – List of Urgent Executive Decision made by the Leader

Decisions from 1st April 2022 to 31st March 23

1. COUNCIL INTERVENTION IN THE LOCAL SUPPORTED HOUSING MARKET TO PROTECT RESIDENT WELLBEING

Status – Open Report with exempt appendices

Summary of Report:

Shepherds Bush Housing Association are disposing of supported housing property in the borough during February and March 2023. Disposals pose varying degrees of risk to the wellbeing of occupants who are both local residents and Council service users across Adult Social Care, Children's Social Care and Community Safety.

In order to reduce the risks posed to occupants, each Council department affected has developed individual business cases to assess the feasibility/merits of acquiring the supported housing units affecting their service users. Work is underway to assess the financial viability for each service area and related property for sale and a case is established to acquire properties with implications for Children's Social Care and Community Safety.

Recommendations:

1. To agree that Appendix 1 is not for publication on the basis that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) as set out in paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).
2. To approve one off capital spend up to the agreed maximum value outlined in appendix 1 (and associated costs of borrowing) be delegated to the Strategic Director of Finance in consultation with the Cabinet Members for Finance and Reform, Children and Education and Social Inclusion and Community Safety.
3. To approve spend of possible GLA grant secured up to the agreed maximum value outlined in appendix 1 be delegated to the Strategic Director of Finance in consultation with the Cabinet Members for Finance and reform, Children and Education and Social Inclusion and Community Safety.
4. To delegate authority for the purchase of each property to the Strategic Director of Finance, in consultation with the Cabinet Members for Finance and Reform, Children and Education and Social Inclusion and Community safety and the Assistant Director, Legal Services.

Reasons for urgency:

The properties are due to go up for sale at the end of February as part of a wider portfolio of supported accommodation being divested by Shepherds Bush Housing Group (SBHG). Interested parties will then have six weeks to submit closed bids. A

decision is needed urgently in order to take these properties out of the portfolio prior to other parties having the opportunity to submit more competitive offers.

Date: 10/03/23

2. RESIDENTIAL LEASEHOLD BUILDINGS INSURANCE RENEWAL 2023/24

Status – Open Report with exempt appendices

Summary of Report:

The lease agreement between the Council and residential leaseholders requires the Council, as freeholder, to arrange building insurance to cover the re-instatement value of the leaseholder's asset. The current insurance provider, Avid indicated a renewal increase of 60% due to the claims experience and inflation. As this was deemed unacceptable, alternative quotation was sought.

Following the exit of all previous leasehold buildings insurers, Protector provide the only option available as no alternative market is available. Cover must be in place from 01/04/2023 as the lease arrangement requires the Council as Freeholder to arrange building insurance to cover the reinstatement value of the leaseholder's asset.

Recommendations:

1. To note that Appendix 1 is not for publication on the basis that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) as set out in paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).
2. To direct award a contract to Protector for leasehold buildings insurance, including this within the main insurance programme for a period of one year with a £100 excess, effective from 01 April 2023, at a premium of £2,279,800.

Reasons for urgency:

The current Leasehold Buildings insurance is due to expire 31/3/2023. Cover must be in place for the period commencing 01 April 2023 or the leaseholders' assets will be uninsured and the Council will be in breach of its legal obligations under the leasehold agreements.

Date: 01/03/23

3. EMERGENCY DIRECT AWARD FOR MINIBUS TRAVEL CARE AND SUPPORT SERVICES (call-in waived by the Mayor)

Status – Open Report with exempt appendices

Summary of Report:

HCT Group (formerly CT Plus) holds the contract for home to school transport for eligible children with special education and complex needs and adults attending day centre provision in the borough. On 4 August 2022, HCT Group informed the Council that it will be unable to fulfil the contract with effect from 26 August 2022 owing to financial difficulties being experienced by Group. In order to ensure that this vital service maintained, this paper seeks to terminate the existing contract in mutual agreement with HCT Group and direct award to a new provider.

Recommendations:

3. That Appendix 1 and Appendix 2 to this report are exempt from disclosure on the grounds that they contain information in respect of which a claim to legal professional privilege could be maintained in legal proceedings under Paragraph 5 of Schedule 12A of the Local Government Act 1972.
4. To note that a termination of the existing contract with HCT Group effective from 26 August 2022 as they have notified the Council that they will cease services from this date.
5. To agree a contract direct award to HATS Group Ltd from the 27 August 2022 to 31 July 2024 for the provision of minibus transport services at an annual cost of £2.301m.
6. To agree the use of the policy contingency for 2022/23 (in consultation with and approval of the Cabinet Member for Finance and Reform) to fund £102,000 (including the one-off mobilisation payment of £75,385 to HATS Group Ltd). Future costs of £46,000 will be provisionally included in the base budget for 2023/24 subject to approval by Full Council in February 2023.

Reasons for urgency:

An urgent decision is required due to the mobilisation time required by the recommended supplier. This mobilisation time will ensure the provider has time to transfer the leases of vehicles, make the appropriate TUPE arrangements and mobilise provision in preparation for the commencement of the service on 27 of August 2022. It also ensures that the Council fulfils its statutory duty. Robust measures will continue to be in place to ensure the best possible quality of service is maintained, with council officers closely monitoring the contract, consulting regularly with service users, parents, carers, stakeholders, and key partners.

Date: 20/08/22

4. AWARD OF CONTRACT FOR THE COUNCIL'S LAND AND PROPERTY-BASED IT CASE MANAGEMENT SYSTEM

Status – Open Report with exempt appendices

Summary of Report:

This report seeks approval to award the Council's Land and Property-based IT case management system contract to commence operation no later than 20th March 2023 following a comprehensive and compliant procurement process.

Recommendations:

1. To note Appendix A is not for publication on the basis that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) as set out in paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended)
2. To approve the award of a contract to NEC SOFTWARE SOLUTIONS UK LIMITED previously known as Northgate Public Services UK Limited. The detailed costs are contained within exempt appendix A.
3. To approve one-off investment from the IT and Technology reserve for up to £0.946m for the one-off implementation costs. These costs are set out within exempt appendix A
4. To note on-going annual cost savings of £0.126m against current contract costs to be delivered once the procurement is complete and operational from 2024/25.

Reasons for urgency:

To ensure continuity of the planning and regulatory services reliant on this new IT system, it is essential to ensure there is sufficient time to complete the migration to the new supplier before the existing contract expires. The contract needs to be awarded urgently to enable this complex migration work and system testing to commence. Following the cancellation of the April Cabinet meeting, delaying the decision until the next Cabinet meeting would place the programme under significant risk.

Date: 22/04/22