

COUNCIL AGENDA

ANNUAL COUNCIL MEETING

Wednesday 21 May 2025



The Mayor – Councillor Patricia Quigley
Deputy Mayor – Councillor Daryl Brown

ADDISON

Jacolyn Daly (L)
Ross Melton (L)

AVONMORE

Laura Janes (L)
David Morton (I)

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)
Vacancy

GROVE

Stephen Cowan (L)
Helen Rowbottom (L)

HAMMERSMITH
BROADWAY

Callum Nimmo (L)
Patricia Quigley (L)

LILLIE

Sharon Holder (L)
Lydia Paynter (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 Council meeting on Wednesday 21 May 2025 at Novotel London West, 1 Shortlands, Hammersmith, W6 8DR

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.

Full Council Agenda

21 May 2025

<u>Item</u>	<u>Pages</u>
1. ELECTION OF THE MAYOR	
2. APOLOGIES FOR ABSENCE	
3. DECLARATIONS OF INTERESTS	
<p>If a Councillor has a disclosable pecuniary interest in a particular item, whether or not it is entered in the Authority's register of interests, or any other significant interest which they consider should be declared in the public interest, they should declare the existence and, unless it is a sensitive interest as defined in the Member Code of Conduct, the nature of the interest at the commencement of the consideration of that item or as soon as it becomes apparent.</p> <p>At meetings where members of the public are allowed to be in attendance and speak, any Councillor with a disclosable pecuniary interest or other significant interest may also make representations, give evidence or answer questions about the matter. The Councillor must then withdraw immediately from the meeting before the matter is discussed and any vote taken.</p> <p>Where Members of the public are not allowed to be in attendance and speak, then the Councillor with a disclosable pecuniary interest should withdraw from the meeting whilst the matter is under consideration. Councillors who have declared other significant interests should also withdraw from the meeting if they consider their continued participation in the matter would not be reasonable in the circumstances and may give rise to a perception of a conflict of interest.</p> <p>Councillors are not obliged to withdraw from the meeting where a dispensation to that effect has been obtained from the Standards Committee.</p>	
4. MINUTES	7 - 16
<p>To approve the minutes of the Council meeting held on 26 February 2025 as an accurate record.</p>	
5. MAYOR'S/CHIEF EXECUTIVE'S ANNOUNCEMENTS	
6. <u>ITEMS FOR DISCUSSION/COMMITTEE REPORTS</u>	
6.1 PARTY APPOINTMENTS FOR THE 2025/26 MUNICIPAL YEAR	17
6.2 REVIEW OF THE CONSTITUTION	18 - 33

6.3	APPOINTMENT BY THE LEADER OF THE DEPUTY LEADER AND CABINET	34 - 36
6.4	ALLOCATION OF SEATS AND PROPORTIONALITY ON COMMITTEES	37 - 41
6.5	APPOINTMENT OF CHAIRS AND COMMITTEE MEMBERSHIPS	42 - 46
6.6	COUNCIL APPOINTMENTS TO LOCAL GOVERNMENT ORGANISATIONS AND OUTSIDE BODIES	47 - 52
6.7	MEMBERS ALLOWANCES SCHEME ANNUAL REVIEW 2025/26	53 - 68
6.8	APPOINTMENT OF INDEPENDENT PERSON	69 - 71
6.9	DISPENSATION OF ABSENCE	72 - 73
6.10	THE LEADER'S ANNUAL REPORT (VERBAL)	
6.11	REDEVELOPMENT OF AVONMORE PRIMARY SCHOOL AND BUILDING NEW HOMES	74 - 97
	<p>This item includes an appendix which contains exempt information and is not for publication. Any discussion of the contents of the exempt appendix requires Council to pass the following resolution to exclude members of the public and the press from the proceedings for that discussion:</p> <p><i>Under Section 100A (4) of the Local Government Act 1972, that the public and press be excluded from the meeting during the consideration of an item of business, on the grounds that it contains the likely disclosure of exempt information, as defined in paragraph 3 of Schedule 12A of the said Act, and that the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.</i></p>	
7.	<u>INFORMATION REPORTS - TO NOTE</u>	
7.1	ANNUAL REPORT OF THE POLICY AND OVERSIGHT BOARD AND POLICY AND ACCOUNTABILITY COMMITTEES 2024/25	98 - 121
7.2	SPECIAL URGENCY DECISIONS - MONITORING REPORT	122 - 124
7.3	PETITIONS MONITORING REPORT 2024/25	125 - 128



COUNCIL MINUTES

COUNCIL MEETING

WEDNESDAY 26 FEBRUARY 2025



PRESENT

The Mayor Councillor Patricia Quigley
Deputy Mayor Councillor Daryl Brown

Councillors:

Jose Afonso	Rebecca Harvey	Zarar Qayyum
Aliya Afzal-Khan	Sharon Holder	Rowan Ree
Paul Alexander	Lisa Homan	Lucy Richardson
Adronie Alford	Laura Janes	Helen Rowbottom
Stala Antoniadou	Adam Peter Lang	Alex Sanderson
Jackie Borland	Amanda Lloyd-Harris	Max Schmid
Victoria Brocklebank-Fowler	Ross Melton	Asif Siddique
Trey Campbell-Simon	Omid Miri	Nikos Souslous
Florian Chevoppe-Verdier	Callum Nimmo	Dominic Stanton
Liz Collins	Genevieve Nwaogbe	Frances Umeh
Stephen Cowan	Adrian Pascu-Tulbure	Mercy Umeh
Jacelyn Daly	Ashok Patel	Rory Vaughan
Andrew Dinsmore	Lydia Paynter	Patrick Walsh
Wesley Harcourt	Natalia Perez	

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors David Morton, Sally Taylor, Bora Kwon, Andrew Jones, Ann Rosenberg, Nicole Trehy and Alex Karmel.

Apologies for lateness were received from Councillors Ross Melton and Natalia Perez.

2. DECLARATIONS OF INTERESTS

There were no declarations of interest.

3. MINUTES

7.10pm – RESOLVED

The minutes of the meeting held on 22 January 2025 were agreed as an accurate record.

4. MAYOR'S/CHIEF EXECUTIVE'S ANNOUNCEMENTS

Anniversary of the War in Ukraine

The Mayor noted that Monday the 24th of February marked the three-year anniversary of Russia's invasion of Ukraine.

The Leader of the Council, Councillor Stephen Cowan, and the Leader of the Opposition, Councillor Victoria Brocklebank-Fowler made speeches.

The Council then observed a minute of silence.

Councillor Laura Janes – Honorary King's Counsel

The Mayor noted that Councillor Laura Janes was awarded as one of nine new Honorary King's Counsel in January. The honour was awarded to those who had made a major contribution to the law of England and Wales, outside practice in the courts. Councillor Janes was nominated for her contributions to the legal profession promoting access to justice, her work to drive policy changes, representing vulnerable individuals in prison, advocating for the rights of children and young people in custody and reforms to the Imprisonment for Public Protection (IPP) sentence. The Mayor congratulated Councillor Janes on behalf of the Council.

5. PUBLIC QUESTIONS (20 MINUTES)

The Mayor thanked the resident who submitted a question. The question was addressed in the meeting. The question and response can be found in Appendix 1.

6. ITEMS FOR DISCUSSION/COMMITTEE REPORTS

6.1 Results of the Local Government By-Elections on 20 February 2025

7.25pm – The report on the results of the Local Government By-Elections on 20 February 2025 was noted.

Speeches were made by Councillor Max Schmid (for the Administration) and Councillor Victoria Brocklebank-Fowler (for the Opposition).

6.2 Allocation of Seats and Proportionality on Committees

7.25pm – The report on the allocation of seats and proportionality on committees was noted.

6.3 Revenue Budget and Council Tax Levels 2025/26

7.25pm – The report and recommendations were 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.

The Council adjourned for a short break from 8.41pm to 8.54pm.

Speeches on the report were also made by Councillors Lydia Paynter, Callum Nimmo (who made their maiden speeches), and Rowan Ree (for the Administration) – and Councillors Adronie Alford, Adrian Pascu-Tulbure, and Amanda Lloyd-Harris (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	Afonso	Quigley (Mayor)
Antoniades	Afzal-Khan	
Brown	Alford	
Campbell-Simon	Borland	
Chevoppe-Verdier	Brocklebank-Fowler	
Collins	Dinsmore	
Cowan	Lloyd-Harris	
Harcourt	Pascu-Tulbure	
Harvey	Stanton	
Holder		
Homan		
Janes		
Lang		
Melton		
Miri		
Nimmo		
Nwaogbe		
Paynter		
Patel		
Perez		
Qayyum		
Ree		
Richardson		
Rowbottom		
Sanderson		
Schmid		
Siddique		
Souslous		
Umeh (Frances)		
Umeh (Mercy)		
Vaughan		
Walsh		

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

FOR	32
AGAINST	9
NOT VOTING	1

The recommendations were declared **CARRIED**.

9.41pm – RESOLVED:

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

1. To approve a balanced budget for 2025/26 as set out in the report, including the underlying principles and assumptions.
2. To approve **£12.3m** of new investment on key services for residents.
3. 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.
4. To apply the Adult Social Care precept levy of 2% as modelled by the Government in its spending power calculations for local government.
5. To approve fees and charges, as set out in Appendix E, including freezing charges in adult social care, children's services, and General Fund housing.
6. To approve the Medium-Term Financial Strategy and to note the proposed funding reforms from 2026/27 onwards and budget projections to 2028/29 made by the Executive Director of Finance and Corporate Services in consultation with the Strategic Leadership Team. (Appendix B)
7. To note the statement of the Executive Director of Finance and Corporate Services, under Section 25 of the Local Government Act 2003, regarding the adequacy of reserves and robustness of estimates (paragraph 66).
8. To approve the reserves strategy and forecast as set out in Appendix H.
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 2025/26 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 2025/26 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
H&F (£)	640.69	747.47	854.25	961.04	1,174.60	1,388.16	1,601.73	1,922.08

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 (£)	326.92	381.41	435.89	490.38	599.35	708.33	817.30	980.76

13. That the overall Council Tax to be set at £1,451.42 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 (£)	640.69	747.47	854.25	961.04	1,174.60	1,388.16	1,601.73	1,922.08
b) GLA (£)	326.92	381.41	435.89	490.38	599.35	708.33	817.30	980.76
c) Total (£)	967.61	1,128.88	1,290.14	1,451.42	1,773.95	2,096.49	2,419.03	2,902.84

14. To authorise the Executive Director of Finance and Corporate Services 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.

15. To note the Council's estimated position on the Collection Fund (as set out in paragraph 60).

16. To note the performance on the management of arrears across the Council on all debts due (as set out from paragraph 71).

6.4 Four Year Capital Programme 2025-29 and Capital Strategy 2025/26

9.42pm – 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 Frances Umeh, Florian Chevoppe-Verdier, Lisa Homan, and Adam Peter Lang (for the Administration) and Councillor Aliya Afzal-Khan (for the Opposition).

The report and recommendations were then put to the vote:

FOR	32
AGAINST	9
NOT VOTING	1

The recommendations were declared **CARRIED**.

10.07pm – RESOLVED:

1. To approve the four-year General Fund Capital Programme budget at £103.8m for the period 2025/26-2028/29 (presented in Table 2 and Appendix 1).
2. To approve the continuation of rolling programmes for 2025/26 funded from the Council's mainstream resources. For financial modelling purposes, these programmes are assumed to continue at the same level until 2028/29:

	£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 Executive Director, Finance and Corporate Services and the relevant Lead Cabinet Member
4. To approve the four-year Housing (HRA) Capital Programme at £428.5m for the period 2025/26-2028/29 as set out in Table 6 and Appendix 1.
5. To approve the Capital Strategy 2025/26, as set out in the report.
6. To approve the annual Minimum Revenue Provision policy statement for 2025/26, as set out in Appendix 2.
7. To note the potential financial impact of a number of development schemes not included in the current programme but being in the various predevelopment stages.

6.5 Treasury Management Strategy Statement 2025/26

10.07pm – The report and recommendations were moved for adoption by the Cabinet Member for Finance and Reform, Councillor Rowan Ree.

Councillor Rowan Ree made a speech on the report (for the Administration).

The report and recommendations were then put to the vote:

FOR	32
AGAINST	9
NOT VOTING	1

The recommendations were declared **CARRIED**.

10.11pm – RESOLVED:

It is recommended that:

1. Approval be given to the future borrowing and investment strategies as outlined in this report.
2. The Strategic 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 2025/26 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.

6.6 Pay Policy Statement 2025/26

10.12pm – The report and recommendations were moved for adoption by the Cabinet Member for Finance and Reform, Councillor Rowan Ree.

The report and recommendations were then put to the vote:

FOR	32
AGAINST	9
NOT VOTING	1

The recommendations were declared **CARRIED**.

10.16pm – RESOLVED:

1. That Council approve the pay policy statement for 2025/26 as set out in Appendix 1.
2. That Council note the benchmarking of the Council's median pay multiple against the average of other Inner London Boroughs contained in paragraph 11 below.

6.7 Review of the Constitution

10.13pm – The report and recommendations were moved for adoption by the Leader of the Council, Councillor Stephen Cowan.

The report and recommendations were then put to the vote:

FOR	UNANIMOUS
AGAINST	0
NOT VOTING	0

The recommendations were declared **CARRIED**.

10.13pm – RESOLVED:

1. That Full Council approves the updates to Contract Standing Orders detailed in the report and Appendix 1.
2. That Full Council approves the updates to the Financial Regulations detailed in the report and Appendix 2.
3. That Full Council approves the updates to the Registers of Authorities attached at Appendix 3.
4. That Full Council agrees the following committee appointments:
 - Councillor Lydia Paynter – Health and Adult Social Care Policy and Accountability Committee.
 - Councillor Callum Nimmo – Climate Change and Ecology Policy and Accountability Committee.
5. That Full Council agrees the following changes to Outside Bodies appointments:
 - Remove Councillor Nikos Souslous from The Lyric Theatre.
 - Add Councillors Lydia Paynter and Callum Nimmo to The Lyric Theatre.

Meeting started: 7.06 pm
Meeting ended: 10.13 pm

Mayor

Appendix 1 – Public Questions and Responses

Question 1

From: Brian Mooney, Resident

Question:

The Air Quality Action Plan and Emission Based Parking Charges were recently approved. Cabinet Meeting Minutes, 16 Dec, show that when asked if the Council was going to consult over parking issues before implementing any changes, the Leader confirmed that consulting with residents was key to the way this Council operated. Prior consultation on the (swingeing) parking charges was also recommended by the council officer report (7 Oct). Was a decision to dispense with it related to a very adverse reaction from residents over the unfulfilled promise of 'emission based parking for less' and even 'free parking'?

Response from Councillor Sharon Holder, Cabinet Member for Public Realm:

Hammersmith & Fulham is the 10th worst area in England for air pollution – with 7.4 per cent of deaths in the borough linked to toxic air. Road pollution is the biggest culprit and doing nothing is not an option.

Almost 7,000 residents took part in a borough-wide parking survey prior to the Cabinet report of October 2024. There was strong support for the idea of charging higher charges to the highest polluters. This informed the Cabinet decision to introduce emissions-based banding to help tackle dangerous levels of air pollution.

As promised at the December Cabinet, the actual charges went through the statutory consultation process. As a result of representations received from the motorcycle lobby on behalf of residents during that process, further consultation work is being carried out on a revised charging schedule for motorcycles.

Follow-up Question:

The law in consultations is that if somebody is deprived of the benefit, for instance motorists, then you should make a special effort to go out and consult that party that's being disadvantaged. There was a very clear commitment to consultation at one of the Cabinet meetings and I think that gives rise to what's called legitimate expectation in law. Now I'm not going to ask you to come up with an off-the-cuff legal opinion, but if I write to you with the legal details supporting that case, perhaps you'd be good enough to come back to me within the week and maybe copying other people in the room as well, because it's a matter of much unhappiness for residents.

Response from Councillor Sharon Holder, Cabinet Member for Public Realm:

I would be more than happy to come back to you, but as you know the legal profession, a week is a very short time in anybody's books to try and get a response, but I will definitely come back to you if you send me your legal opinion.

Report to: Full Council

Date: 21/05/2025

Subject: Party Appointments for the 2025/26 Municipal Year

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

Responsible Director: Sharon Lea, Chief Executive

SUMMARY

The Council is asked to note the Party appointments for the Municipal Year 2025/26.

Administration

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

Opposition

Leader	Councillor Jose Afonso
Deputy Leader	Councillor Adrian Pascu-Talbure
Opposition Whip	Councillor Dominic Stanton
Opposition Deputy Whip	Councillor Aliya Afzal-Khan

RECOMMENDATIONS

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

NOTE: Updated with Opposition nominations on 19/05/2025

Agenda Item 6.2

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 21/05/2025

Subject: Review of the Constitution

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

Report author: David Abbott, Head of Governance

Responsible Director: Grant Deg, Monitoring Officer

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 14 of the Constitution.

RECOMMENDATIONS

1. That Full Council approve the Disclosure and Barring Service (DBS) Checks for Councillors policy attached as Appendix 1.
2. That Full Council create a General Purposes Committee with the membership and terms of reference as detailed in Appendix 2.
3. That Full Council approve the changes to the size of the membership of the Standards Committee from 6 to 5.
4. That Full Council approve the changes to Lead Member responsibilities detailed in paragraph 10.

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.

Alex Pygram, Head of Finance – Corporate Services, 02/05/2025

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.

Glen Egan, Assistant Director of Legal, 02/05/2025

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.
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.

Disclosure and Barring Regime (DBS) Check for Councillors Policy

5. Simon Bailey's Independent Review of the Disclosure and Barring Regime report was published on 18 April 2023. There were nine recommendations from the review. The most relevant, for the purpose of this report is recommendation five which states:

Recommendation five

I recommend that an enhanced criminal record check is made mandatory for all councillors in Unitary and Upper Tier Authorities who are being considered

for appointment to any committee involved in decisions on the provision of children's services or services for vulnerable adults. I accept that this would require legislation and therefore some inevitable delay, so I further recommend that these authorities are encouraged to adopt this procedure as best practice pending legislation.

6. It will soon be a mandatory requirement for councillors involved in discharging education functions and/or social services functions to undergo an Enhanced DBS check. Officers have reviewed this requirement and are recommending that the Members/posts listed below should undergo an Enhanced DBS check before the legislation is enacted as good practice. The following Councillors will be affected:

Cabinet Members

- Councillor Alex Sanderson - Deputy Leader (with responsibility for Children and Education)
- Councillor Bora Kwon - Cabinet Member for Health and Social Care

Lead Member

- Councillor Lucy Richardson - Lead Member for Community Mental Health

Health and Wellbeing Board Members:

- Councillor Bora Kwon
- Councillor Alex Sanderson
- Councillor Helen Rowbottom
- Councillor Natalia Perez

Corporate Parenting Board Members:

- Councillor Alex Sanderson
- Councillor Helen Rowbottom
- Councillor Rebecca Harvey
- Councillor Aliya Afzal-Khan

Adoption and Fostering Panel

- Any Councillors sitting on an Adoption and Fostering Panel

Other Members working with Youth, Children, Women and Girls

- Lead Member for Women and Girls – Councillor Lydia Paynter
- Lead Member for Asylum Seekers, Refugees, and Migrants - Councillor Trey Simon-Campbell

This report seeks Full Council's approval of the Disclosure and Barring Service (DBS) Checks for Councillors policy attached as Appendix 1.

General Purpose Committee

7. This report is seeking the creation of a General Purposes Committee to exercise any functions which under the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, may not be the responsibility of the Executive and which are not delegated elsewhere under the Constitution. It is proposed that the Committee will consist of 5 members and would meet as and when required. Proportionality will apply to the membership. The terms of reference and membership are detailed in Appendix 2.

Committee Changes

8. The Standards Committees currently has 6 Councillors with 3 Independent Members on the Committees. It is proposed to reduce the membership of the Committee by 1 from 6 to 5 Councillors.

Lead Member Updates

9. The following changes have been proposed to Lead Members:
- Rename 'Lead Member for Culture and Heritage' to 'Lead Member for Culture and Art'.
 - Remove the reference to the Lead Member for Inclusive Community Engagement and Co-Production reporting to a Cabinet Member.
 - Create a new 'Lead Member for Communications' role with the following description:

"This post holder will work directly to the Cabinet Member for Finance and Reform and support the development of council communications to residents that are clear, engaging and inclusive."

Reasons for Decision

10. 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 14 of the Constitution.

LIST OF APPENDICES

Appendix 1 – Disclosure and Barring Regime (DBS) Check for Councillors Policy
Appendix 2 – General Purposes Committee Terms of Reference

**DISCLOSURE AND BARRING SERVICE (DBS) CHECKS
FOR COUNCILLORS**

1. INTRODUCTION

- 1.1 This Policy takes into account the recommendations from the Report of the Independent Review of the Disclosure and Barring Services (DBS) commissioned by the Home Office and published on 18 April 2023. The Independent Review recommends that Councils implement a practice whereby Enhanced DBS checks are mandatory for all Councillors being considered for appointment to any committee of the Council involved in decisions on the provision of social services or education functions.
- 1.2 Any Councillor in a role which involves the discharge of education functions and/or social services functions of the Council will be required to undergo an Enhanced DBS check, to be carried out in accordance with this Policy. This includes any Councillor sitting on an Adoption and Fostering Panel.
- 1.3 This Policy provides further detail as to what education and social services functions of the Council covers, who will undertake the DBS checks and the process to be followed by the Council should a positive disclosure be received.
- 1.4 This policy complies with the exception to the Rehabilitation of Offenders Act 1974 and with the Disclosure and Barring Service Code of Practice.

2. ELIGIBILITY OF COUNCILLORS TO UNDERGO AN ENHANCED DBS CHECK

- 2.1 The Protection of Freedoms Act 2012 abolished the former arrangements for the vetting and barring of individuals from working with children and vulnerable adults and a new body, the Disclosure and Barring Service (DBS), was formed.
- 2.2 The Act reduced the number of roles and circumstances under which a person would be required to have a DBS check.
- 2.3 A Councillor is only eligible for an Enhanced DBS Check if they meet specific legislative criteria. Such checks will be undertaken where the Councillor has, by virtue of their role, responsibility for certain functions.

Enhanced
DBS
Check

This check shows the same as a standard check plus any information held by local police that is considered relevant to the role. These checks can only be applied for when an individual is taking on a specific role. There is an eligibility requirement for Enhanced DBS checks.

In relation to Children

- 2.4 Councillors undertaking a role which is eligible for an Enhanced DBS check in relation to Children (including a check against the Barred list) will be required to undergo an Enhanced DBS check, to be carried out in accordance with this Policy. A Councillor who discharges any education functions, or social services functions, of the Council is eligible for an Enhanced DBS check.

- 2.5 The following Councillors will therefore be required to undertake an Enhanced DBS check:-
- (i) Deputy Leader (with responsibility for Children and Education)
 - (ii) A member of the Corporate Parenting Board
 - (iii) A Councillor sitting on an Adoption and Fostering Panel.
 - (iv) Lead Member for Asylum Seekers, Refugees, and Migrants
 - (v) Lead Member for Women and Girls

In relation to Adults

- 2.6 Councillors undertaking a role which is eligible for an Enhanced DBS check (including a check against the Barred list) in relation to Work with Adults will be required to undergo an Enhanced DBS check, to be carried out in accordance with this Policy. A Councillor who discharges any social services functions of the Council, which relate wholly or mainly to adults who receive a health or social care service or a specified activity is eligible for an Enhanced DBS check.
- 2.7 The following Councillors will therefore be required to undertake an Enhanced DBS check:-
- (i) Cabinet Member for Adult Social Care and Health
 - (ii) Lead Member for Community Mental Health
 - (iii) A Member of the Health and Wellbeing Board
 - (iv) Lead Member for Asylum Seekers, Refugees, and Migrants
 - (v) Lead Member for Women and Girls
- 2.8 If the Council's governance arrangements were to change an Enhanced DBS check would be required by the relevant councillors discharging the functions set out above in relation to children and/or vulnerable adults.
- 2.9 Councillors who do not undertake a role eligible for an enhanced DBS check, as set out above, will not be required or be eligible to have a DBS check.

3. COUNCILLORS NOT ELIGIBLE FOR AN ENHANCED DBS CHECK

- 3.1 Councillors may have other roles in the community, such as being School Governors, Trustees, or may volunteer with organisations which may bring them into contact with individuals in vulnerable groups from time to time.
- 3.2 It is the responsibility of those organisation to undertake any DBS check on behalf of the Councillor.

4. THE COUNCIL PROCESS OF UNDERTAKING DBS CHECKS

- 4.1 When a new post requiring a DBS disclosure is created, the manager of the post is responsible for ensuring that the relevant flag is applied when creating the post in the IBC Shared Services Portal.

- 4.2 The manager of the post will initiate the process within IBC and the IBC Shared Services will send a link to the post holder asking them to complete the necessary information to process a DBS check.

5. Processing DBS Applications

- 5.1 The postholder will be required to complete the online DBS application form. The manager will also be sent a link from IBC Shared Services asking them to review and validate proof of identity and ensuring the DBS application form is completed correctly.
- 5.2 Check and collect the relevant documents to allow the IBC to process the DBS checks. Please see the DBS ID checking guidance for further information.
- 5.3 The DBS certificate is sent to the postholder only. IBC Shared Services will be notified if there is a positive disclosure, they will notify the manager asking them to review the disclosure with the postholder and to discuss and consider suitability for employment.

6. Information that will lead to an individual automatically being unsuitable

- 6.1 Enhanced Disclosures provide details of whether the individual is included on a list of people named as barred from working with children or adults considered vulnerable.
- Children's Barred list (Formerly List 99 and POCA - Protection of Children's Act list)
 - Adults Barred List (Formerly POVA – Protection of Vulnerable Adults)
- 6.2 Candidates/employees who are named on the lists are considered unsuitable to work with children/adults and must not be employed in Regulated Activity. There is no discretion. It is a criminal offence to allow someone to engage in Regulated Activity when barred.
- 6.3 It is a criminal offence for a person on either list to apply to work with children or adults considered vulnerable. If a Disclosure reveals that a job applicant on these lists has applied to work with children, or a Disclosure reveals that an existing employee is registered on one of the lists, the Council has a legal duty to inform the police.
- 6.4 The Councillor is responsible for providing a copy of the disclosure to the Monitoring Officer no later than 14 days after having received it from the Disclosure and Barring Service. The Line Manager will ensure that disclosure certificates are made available to the Monitoring Officer for checking by reminding Councillors of the requirement to provide evidence of the outcome of the check.
- 6.5 It is important that if the request to the DBS is made by the Council the results of the check are provided the Line Manager. Failure by a Councillor to provide evidence of the outcome of the DBS check must therefore be reported to the

Monitoring Officer who will take steps necessary to ensure compliance. Where appropriate this may include prompt consultation with the Adult Safeguarding lead and Council's Local Authority Designated Officer (LADO) who is responsible for the management and oversight of allegations against people that work with children – this includes the provision of advice and guidance on how to deal with such allegations, liaising with police and other agencies to monitor the progress of cases and ensure that they are dealt with as quickly as possible and consistent with a thorough and fair process (Working together to Safeguard Children 2018).

- 6.6 Should a Councillor have signed up to the Update service (a service designed to remove the requirement to complete a new disclosure form every three years and allows portability between employers but which also allows a streamlined process where a Councillor remains in a designated role the line manager will, with the permission of the Councillor, establish whether there has been any change in status since the last DBS check was carried out. If there is any change the details will be made available to the Monitoring Officer. All Councillors who sign up for the update service will be required to give their permission for the Resourcing team in HR to check their disclosure status every three years.
- 6.7 There are several types of disclosure results as follows:
- (i) A **clear** disclosure certificate is one where there is no record of any relevant information. Councillors are responsible to keeping the original copy as they may be asked to make it available to relevant bodies whilst undertaking their role as a Councillor.
 - (ii) A **positive** disclosure certificate is one which contains content about cautions, convictions, reprimands, warnings or information held locally and nationally by police forces relating to the Councillor and the activities they will or may be or may have been involved in whether as a private individual or a Councillor. In the event of a positive disclosure the process set out in paragraph 5 applies.

7. THE PROCESS OF DEALING WITH A POSITIVE DISCLOSURE

- 7.1 A positive disclosure in relation to a Councillor may be revealed by a DBS check.
- 7.2 In such a case the Council must ensure compliance with established safeguarding procedures in line with national guidance.

The Steps to be taken upon a positive disclosure being made

- 7.3 IBC Shared Services will notify the Manager of receipt of the "Positive" Disclosure.
- 7.4 Where a DBS check discloses a positive criminal record the matter should be reported by the manager to the Monitoring Officer. The Monitoring Officer will need to meet with the Councillor concerned to review the disclosure and decide

how to address the issues raised by the disclosure. Where relevant the Local Authority Designated Officer (LADO) and Adult Safeguarding lead will be involved.

7.5 The Monitoring Officer (and where appropriate the LADO and Adult Safeguarding lead) will need to consider the issues raised by the disclosure promptly and without delay given the potential implications for the Councillor, the Council and other parties.

7.6 The issues considered might include:

- whether a positive criminal record disclosure risk assessment is required (in which case this will be undertaken by the Monitoring officer with support, where relevant People and Talent and LADO and Adult Safeguarding lead).
- the context of the offence or incident disclosed and any information provided by the Councillor to explain the circumstances.
- the seriousness and nature of the offence or incident.
- The relevance of the offence or incident to the Councillor engaging with vulnerable groups, the passage of time since the offence or incident; and whether the Councillor's circumstances have changed since the offence or incident.
- If there is a dispute about the content of a disclosure, whether to make representations to the Disclosure and Barring Service (DBS) or Responsible Body.
- Who should be informed of the matters under consideration including the rationale for this and clarity about how they will be informed and by whom.
- The communication strategy including who will be involved in preparing, signing off and delivering communications; whether a press release is required; the timing of communications including what will be communicated, by whom, to whom and how.
- The governance issues which the positive disclosure gives rise to and how they can be lawfully and practically addressed; and
- Whether any practical steps are required as an immediate response or on an ongoing basis such as restricting access to others, buildings or resources.

7.7 The Monitoring Officer will prepare notes of outcome and actions to ensure that they are properly recorded; that there is clarity of responsibility for any actions including matters to be communicated to others; and that appropriate follow through to conclusion takes place.

7.8 The Monitoring Officer will take such advice and action and involve such persons as are necessary to ensure the safeguarding of children and vulnerable adults. External advice may be sought as and when required. If there is any doubt about how to proceed, guidance will be sought from the

Monitoring Officer (or appropriate officer in their absence) at the earliest opportunity.

Possible actions following a positive disclosure

- 7.9 There are a range of possible actions that might flow from a positive disclosure. These include the requirement to manage any potential risks identified and to consider whether there are others who may require protection either as a result of the disclosure itself or as a result of actions the Council may decide to take.
- 7.10 The Monitoring Officer will consider whether there may have been a breach of the Code of Conduct and take any necessary steps in accordance with the Council's arrangements for dealing with such breaches.

8. CONFIDENTIALITY OF INFORMATION AND SECURITY OF DISCLOSURE INFORMATION

- 8.1 All allegations may have far-reaching consequences for the Councillor in question and others. It is therefore essential that all information is kept strictly confidential and only disclosed on a 'need to know' and lawful basis in accordance with the Council's policy on information security and data protection and then only as permitted by the Monitoring Officer.
- 8.2 With regards to the decision about who should be informed of the matters under consideration the starting presumption will be in favour of not notifying others unless there is a clear rationale for doing so. The expectation is that in most instances the Monitoring Officer will consult the Leader of the Council or the Leader of Opposition Party as appropriate but this may not be the case in all instances.
- 8.3 Any actions or decisions of the Council must be taken in the context of putting its safeguarding responsibilities first. Others must not be notified if to do so may have an adverse impact on any related safeguarding process.
- 8.4 The Council should comply fully with the Disclosure and Barring Service Code of Practice regarding the correct handling, use, storage, retention and disposal of disclosures and disclosure information. The Council should also ensure full compliance with its obligations under relevant Data Protection legislation and any other relevant legislation pertaining to the safe handling, use, storage, retention and disposal of disclosure information.
- 8.5 Where it is necessary to store a copy of a disclosure certificate this will be securely stored electronically and password protected with access strictly controlled and limited to those entitled to see it as part of their duties. The disclosure certificate will be held for up to 6 months after which time it will be deleted electronically unless there are compelling reasons for retention.
- 8.6 It is an offence under the Police Act 1997 to pass disclosure information to unauthorised persons. This means that disclosures and the information they contain can only be passed to those individuals that need to have access to that information in order to undertake their work role. Individuals who have responsibilities in respect of disclosures including those involved with the

process for dealing with positive disclosures must ensure confidentiality at all times. Failure to maintain confidentiality could result in disciplinary action.

9. POLICY REVIEW

- 9.1 It is proposed that the policy will be reviewed every 3 years or sooner when there are substantive legislative or guidance changes requiring changes to be made.

GUIDANCE FOR MANAGING A POSITIVE DBS (DISCLOSURE AND BARRING SERVICE) CERTIFICATE

The term “Positive Disclosure” refers to a Disclosure containing information relating to convictions, cautions, reprimands etc., together with any “soft” information relating to non-convictions that the police deem relevant.

Only those authorised to receive Disclosure information under section 124 of the Rehabilitation of Offenders Act (1974) will be permitted access to it. Specifically, Disclosure information will only be made available to those who are directly involved in the appointment process and those who require such information for safeguarding purposes.

Where a “positive” Disclosure has been received the following key stages must be followed by the relevant parties:

- IBC Shared Services will notify the recruiting Manager of receipt of the “Positive” Disclosure.
- IBC Shared Services will request a copy of the Council’s positive DBS disclosure risk assessment from the hiring manager, completed with the HR Business Partner, Assistant Director, candidate / employee / volunteer (unless indicated otherwise).
- Where the Disclosure relates to a child or vulnerable adult who may be at risk of significant harm if the person was to have contact with children, then they must not be employed until a discussion with the Local Authority Designated Officer, (LADO) or Adult Safeguarding lead has taken place. The LADO must be notified in all cases where a person has behaved in a way that has harmed or may have harmed a child or possibly committed a criminal offence against or related to a child.
- If the individual is already employed / volunteering, then consideration should be given to whether suspension may be necessary pending the Council’s positive DBS disclosure risk assessment being completed.
- It should be noted that in all cases of Positive Disclosure, a formal the positive DBS disclosure risk assessment must be undertaken.
- Once the risk assessment has been completed, irrespective of the level of seriousness, a formal meeting must be arranged with the employee / candidate to explore the issues and circumstances.
- The formal meeting must be arranged by the hiring manager and have taken place within 5 working days of being notified of a ‘positive’ Disclosure.

The formal meeting

The formal meeting is an essential part of the process, as it is necessary to verify that the information contained on the Disclosure does indeed relate to the individual concerned. This verification must be sought prior to any judgements being made. There have been occasions where DBS system errors have occurred, and information supplied has been wrongly attributed to individuals.

The discussion will aid the decision-making process, and should broadly focus on the following:

- The seriousness and nature of the offence(s)
- The nature of the role being undertaken
- Length of time since the offence(s) occurred
- Number and pattern of offences
- The applicant's age at the time, circumstances/explanation
- Any concealment of offences - at any stage
- Any remorse or otherwise shown

Judgements regarding suitability are not wholly confined to the Disclosure revealing offences against children or vulnerable adults. Other types of offences may render a prospective person unsuitable. In addition to convictions or cautions, this may also include having harmed or placed children or vulnerable adults at risk of harm; or having exhibited behaviour which leads to the belief that there may be a child or vulnerable adult at risk of harm in the future.

Any Disclosures which raise child protection issues will also be referred to the LADO before any approval. This may necessitate the holding of a strategy meeting, if recommended by the LADO.

Making decisions following receipt of a Positive Disclosure

The fact that someone has a conviction, or a caution would not necessarily prevent them from undertaking their role with the Council, although serious consideration should be given to the information that has been received before a decision is made.

In reaching that decision, the Monitoring officer should consider all the items detailed above together with the possible implications for the Council.

It is therefore essential that when recording comments on the Positive Disclosure Risk Assessment that they are kept relevant, accurate and professional as the information may be requested by an applicant.

General Purpose Committee

Terms of Reference

Members

5 voting Councillors

Quorum

3 Members of the Committee

Political proportionality

4 Administration members

1 Opposition member

Co-optees

None

1. Membership

- 1.1 The Chair will be elected at the first meeting of the Committee and should be chosen from one of the Administration Councillors; the Vice-Chair will be an Opposition Councillor.

2. Voting

- 2.1 All Members on the Committee shall have voting rights. In the event of an equality of votes, the Chair of the Committee shall have a second casting vote.

3. Procedures

- 3.1 Except as provided herein, Council Procedure Rules (as applicable to all Committees) shall apply in all other respects to the conduct of the Committee.
- 3.2 Meetings of the Committee shall be held in public, subject to the provisions for considering exempt items in accordance with sections 100A-D of the Local Government Act 1972 (as amended).

4. Meetings

- 4.1 Meetings will be convened at the request of the Monitoring Officer as required during the Municipal Year.

5. Responsibilities

- 5.1 To consider all Elections and Electoral Registration Matters.
- 5.2 To revoke an award of Honorary Freemen/women of the Borough, Honorary Aldermen/women or civic honour and remove the individual from the role of honour in the Town Hall.
- 5.3 Making recommendations to the Council for the adoption or revision of a scheme of allowances for Members.

- 5.4 To consider and make recommendations to the Council on proposals, to make, amend, revoke, re-enact or adopt byelaws, and on proposals to promote or oppose the making of local legislation, or hybrid or personal bills.
- 5.5 To recommend to Council the dates and times of the annual meeting and ordinary meetings.
- 5.6 To consider changes to the Constitution, except for the allocation of responsibilities by the Leader, and refer any proposals to full Council for approval.
- 5.7 To approve of payments and benefits in cases of maladministration where these exceed Chief Officers delegated powers or the relevant Chief Officers refer the matter to the Committee.
- 5.8 On the advice of the Monitoring Officer any other functions which under the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, may not be the responsibility of the Executive and which are not delegated elsewhere under this Constitution.
- 5.9 In cases of emergency or extreme urgency any non-executive function delegated under this Constitution whether or not reserved to the Council and where the Chief Executive on the advice of the Monitoring Officer does not consider it appropriate to exercise his/ her power in relation to such decisions under this Constitution.

Agenda Item 6.3

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 21/05/2025

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, 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 Children and Education)	Alex Sanderson
Cabinet Member for Social Inclusion and Community Safety	Rebecca Harvey
Cabinet Member for Enterprise and Skills	Zarar Qayyum
Cabinet Member for Adult Social Care and Health	Bora Kwon
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	Florian Chevoppe-Verdier

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

Lead Member for European Co-operation and Digital Innovation	Florian Chevoppe-Verdier
Lead Member for Culture and Art	Adam Peter Lang
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	Alex Sanderson
Lead Member for Asylum Seekers, Refugees, and Migrants	Trey Campbell-Simon
Lead Member for Women and Girls	Lydia Paynter
H&F Industrial Strategy Ambassador	Helen Rowbottom
Lead Member for Energy Crisis Support	Liz Collins
Lead Member for Wellbeing and Early Access to Support	Laura Janes
Lead Member for Land Development	Stala Antoniades
Lead Member for Energy and Decarbonisation	Ross Melton
Lead Member for Communications	Sally Taylor
Borough Representative for the Armed Forces Community	Patrick Walsh

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, Corporate Services, 25/04/2025

Legal Implications

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

Glen Egan, Assistant Director of Legal, 24/05/2025

Background Papers Used in Preparing This Report

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

LIST OF APPENDICES

None.

London Borough of Hammersmith & Fulham

Report to: Full Council

Date: 21/05/2024

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: Sukvinder Kalsi, Executive Director of Finance and 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 from this decision.

Alex Pygram, Head of Finance - Corporate Services, 24/04/2025
Verified by Andre Mark, Head of Finance –Strategic Planning and Investment, 24/04/2025

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. The political balance of the Council is set out in Table 1 below:

	No of seats on the Council	Proportionality
Labour	39	78%
Conservative	10	20%
Independent	1	2%
Total	50	100%

PROPOSAL AND ISSUES

10. The Labour and Conservative Groups hold respectively, 39 and 10 of the 50 Council seats. While there is one Independent Member. The proportion by which seats on Committees should be allocated is 78% Majority Group, 20% Minority Group and 2% Independent member. This equates, on the basis of 88 committee seats to: 69 Majority Party, 18 Minority Party and 1 Independent 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 Chief Executive of the names of the Members to serve on the Standing Committees, Sub-Committees and subsidiary bodies.

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

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): 39

Opposition councillors (Conservative): 10

Independent councillor: 1

Total number of councillors: 50

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

Sub-Committees	Total seats	Administration's allocation	Opposition's allocation	Independent allocation
Licensing Sub-Committee	3	2	1	0

Agenda Item 6.5

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 21/05/2025

Subject: Party Appointments for the 2025/26 Municipal Year

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, 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 2025/26, as set out in Appendix 1.
2. This Council also notes their respective portfolios and terms of reference, as set out in the constitution.

Background papers used in preparing this report

None.

LIST OF APPENDICES

Appendix 1 – Committee Memberships 2025/26

NOTE: Updated on 19/05/2025 with Opposition nominations

Committee Memberships 2025/26

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

Administration Councillors	Opposition Councillors
Nikos Souslous (Chair)	Adrian Pascu-Tulbure
Nicole Trehay (Vice-Chair)	Jackie Borland
Ross Melton	
Lydia Paynter	
Callum Nimmo	
Patrick Walsh	

2. Licensing Committee (9:3)

Administration Councillors	Opposition Councillors
Mercy Umeh (Chair)	Dominic Stanton
Asif Siddique	Aliya Afzal-Khan
Bora Kwon	Jose Afonso
Wesley Harcourt	
Callum Nimmo	
Patrick Walsh	
Trey Campbell-Simon	
Paul Alexander	
Jacolyn Daly	

2a. 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 (3:1:1)

Administration Councillors	Opposition Councillor
Patrick Walsh (Chair)	Adrian Pascu-Tulbure
Callum Nimmo	Independent Councillor
Lisa Homan	David Morton

5. Pensions Board

Administration Councillors
Ashok Patel (Chair)
Nikos Souslous

6. Pension Fund Committee (4:1)

Administration Councillors	Opposition Councillors
Ross Melton (Chair)	Adrian Pascu-Tulbure
Adam Peter Lang	
Laura Janes	
Lydia Paynter	

Non-voting Co-opted members: Michael Adam and Peter Parkin
Observer: Councillor Ashok Patel

7. Standards Committee (4:1)

Administration Councillors	Opposition Councillors
Rebecca Harvey	Dominic Stanton
Helen Rowbottom	
Rowan Ree	
Nikos Souslous	

Independent Person: His Honour John Rylance.

8. Health and Wellbeing Board

Administration Councillors
Bora Kwon Cabinet Member for Adult Social Care and Health (Chair)
Natalia Perez, Chair of Health and Adult Social Care PAC (Deputy)
Alex Sanderson, Deputy Leader (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	

10. General Purposes Committee (4:1)

Administration Councillors	Opposition Councillors
Nikos Souslous (Chair)	Jose Afonso
Alex Sanderson	
Max Schmid	
Rory Vaughan	

Policy and Accountability Committee Memberships

1. Policy and Oversight Board (7:1)

Administration Councillors	Opposition Councillors
Lisa Homan (Chair)	Jose Afonso
Helen Rowbottom	
Stala Antoniadou	
Rory Vaughan	
Nicole Trehu	
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	
Genevieve Nwaogbe	

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

Administration Councillors	Opposition Councillors
Stala Antoniadou (Chair)	Victoria Brocklebank-Fowler
Omid Miri	
Lucy Richardson	
Sally Taylor	

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

Administration Councillors	Opposition Councillors
Rory Vaughan (Chair)	Amanda Lloyd-Harris
Liz Collins	
Adam Lang	
Ashok Patel	

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

Administration Councillors	Opposition Councillors
Nicole Trehu (Chair)	Amanda Lloyd-Harris
Trey Campbell-Simon	

Omid Miri	
Callum Nimmo	

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

Administration Councillors	Opposition Councillors
Natalia Perez (Chair)	Jose Afonso
Genevieve Nwaogbe	
Lydia Paynter	
Ann Rosenberg	

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

Administration Councillors	Opposition Councillors
Jacolyn Daly (Chair)	Adronie Alford
Asif Siddique	
Sally Taylor	
Laura Janes	

Joint Committees

8. North West London Joint Health Overview & Scrutiny Committee

Administration Councillors
Natalia Perez (voting member)
Nikos Souslous (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	

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 21/05/2025

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: Sukvinder Kalsi, Executive Director of Finance and 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 2025/26, as set out in Appendix 1, be agreed.
2. That the Council's appointments to Outside Bodies for 2025/26, 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 – Corporate Services, 24/05/2025

*Verified by Andre Mark, Head of Finance – Strategic Planning and Investment,
25/05/2025*

Legal Implications

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

Glen Egan, Assistant Director of Legal, 24/05/2025

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 2025/26, 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 2025-26

Appendix 2 – Appointments to Outside Bodies 2025-26

Nominations to Local Government Organisations

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 Alex Sanderson Councillor Bora Kwon	1 year to 21/05/26
London Councils Transport and Environment Committee 1 Representative and up to 4 Deputies	Representative: Councillor Florian Chevoppe-Verdier Deputy: Councillor Wesley Harcourt	1 year to 21/05/26
London Councils Grants Committee 1 Representative and up to 2 Deputies	Representative: Councillor Rebecca Harvey Deputy: Councillor Alex Sanderson	1 year to 21/05/26
Greater London Employment Forum (GLEF) 1 Representative and 1 Deputy	Nomination: Councillor Zarar Qayyum	1 year to 21/05/26
Greater London Provincial Council (GLPC) Appointment will be made from Leader's Cttee and GLEF nominated members	Nomination: Councillor Andrew Jones	1 year to 21/05/26
Local Government Association (LGA) General Assembly Up to 4 Representatives and 4 votes	Representatives: Councillor Stephen Cowan* Councillor Alex Sanderson Councillor Rowan Ree Councillor Bora Kwon <i>*currently holds the 4 votes</i>	1 year to 21/05/26
London Heliport Consultative Committee	Councillor Paul Alexander	1 year to 21/05/26
London CIV Shareholder Representative	Councillor Ross Melton (as Chair of Pension Fund Committee)	1 year to 21/05/26
Capital Letters Borough Representative	Councillor Frances Umeh (as Cabinet Member for Housing and Homelessness)	1 year to 21/05/26

Appointments to Outside Bodies – May 2025

Outside Body	Appointee	Expiry Date	Length	Description
Lyric Theatre	Councillor Bora Kwon (L)	20/05/26	1 year	The Lyric Theatre Ltd describes its aim to be ‘to produce and present a high quality, accessible programme of contemporary theatre for audiences of all ages and backgrounds from West London and beyond’. They also devise and deliver high quality creative learning activities for young people so that they can participate in the arts and develop their personal, social, educational and creative potential.
Lyric Theatre	Councillor Nicole Trehay (L)	20/05/26	1 year	See above.
Lyric Theatre	Councillor Lydia Paynter (L)	20/05/26	1 year	See above.
Lyric Theatre	Councillor Callum Nimmo (L)	20/05/26	1 year	See above.
Sands End Arts and Community Centre (Trustee)	Ben Coleman (L)	20/05/26	1 year	The SEACC Trust, a registered charity, comprises trustees who are nearly all local to Fulham and between them offer a wide range of skills and backgrounds to help run the Sands End Arts & Community Centre for the benefit of the local community and promote social cohesion.
Volunteer Centre	Councillor Zarar Qayyum (L)	20/05/26	1 year	Its objectives are to support volunteering in West London and to help unemployed people in their search.
West London Economic Prosperity Board	Councillor Stephen Cowan Substitute: Councillor Alex Sanderson	20/05/26	1 year	Board of West London Alliance councils focussed on economic development strategy
Western Riverside Waste Authority	Councillor Wesley Harcourt Councillor Florian Chevoppe-Verdier	20/05/26	4 years*	Western Riverside Waste Authority’s representatives to answer questions on the discharge of the WRWA’s functions at Council meetings.
Urban Partnership Group	Councillor Jacolyn Daly	20/05/27	2 years	The organisation offers a wide range of activities addressed to under fives, youth and older people across

				Hammersmith and Fulham. The Urban Partnership Group (UPG) is a community and regeneration organisation based at the Masbro Centre in West London. Their final commitment is to enhance the health, wealth and wellbeing of their centre users.
Urban Partnership Group	Kamini Sanghani (L)	20/05/27	2 years	See above.
Mortlake Crematorium Board	Councillor Daryl Brown (L)	20/05/2028	3 years	Bereavement services offered on behalf of the local authorities (religious or secular).
Mortlake Crematorium Board	Councillor Patrick Walsh (L)	20/05/2028	3 years	See above.
Mortlake Crematorium Board	Councillor Adronie Alford (C)	20/05/2028	3 years	See above.
Sir William Powell Almhouses	Joanne Lees (C)	20/05/30	4 years	This is a small development providing accommodation for older women only resident within the boundaries of the old borough of Fulham.
Alternative Theatre Limited (Bush Theatre)	Councillor Stala Antoniades (L)	20/05/27	2 years	Landlord Trustee. To provide a platform for unheard voices from diverse communities and to develop the artists and audiences of the future.

* Amendment to appointment mid-term

NOTE: Updated on 20/05/2025

Report to: Full Council

Date: 21/05/2025

Subject: Members' Allowances Scheme Annual Review 2025/26

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

Responsible Director: Sukvinder Kalsi, Executive Director of Finance and Corporate Services

Summary

This report performs the statutory annual review of Members' allowances for the 2025/26 financial year. The annual review takes into account the recommendations made in the Independent Panel report on the remuneration of councillors (January 2024).

Recommendations

1. That the recommendations of the Independent Panel on the remuneration of Councillors in London (January 2024) outlined in Appendix 2 be noted.
2. That the Members' Allowances Scheme 2025/26 as set out in the report and attached as Appendix 1, be approved.
3. That the Members' basic allowance be increased in line with the average basic allowance paid across London for the previous year and the special responsibility allowance be uplifted in line with the national local government pay settlement for employees.

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 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 £12,347 is lower than the £15,960 recommended by the Independent Remuneration Panel. The Council is not supporting the

	Independent Panel's recommendations on Basic and Special Responsibility Allowances which would prove considerably more costly to local council taxpayers.
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Financial Impact

The annual expenditure on all the proposed allowances (including SRAs) is estimated at £1.263m for 2025/26 (this includes employer's national insurance) and the appropriate funding will be included in the proposed revenue budget for 2025/26.

The estimated expenditure is based on increasing the basic allowance to the London average for 2024/25 and increasing SRAs by 2.5% in line with the 2024/25 pay settlement for employees.

Alex Pygram, Head of Finance (Finance and Corporate Services), 12th March 2025 and verified by Andre Mark, Head of finance (Strategic planning and investment), 14th March 2025

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 - Director of Legal Services, Grant.Deg@lbhf.gov.uk

Background Papers Used in Preparing This Report

The Remuneration of Councillors in London 2023 (published January 2024) - Report of the Independent Panel.

DETAILED ANALYSIS

Proposals and Analysis of Options

1. This report seeks approval of the 2025/26 Members' Allowances Scheme as set out in the report and attached as Appendix 1. It proposes that the Members' basic allowance be increased in line with the average basic allowance paid across London for the previous year and the special responsibility allowance be uplifted in line with the national local government pay settlement for employees.

Independent Remuneration Panel's Report – January 2024

2. 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, 2022 and 2023. The Panel 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.
3. 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.

Basic Allowance

4. The latest Panel undertook a detailed review of member allowances with the aim of providing up to date advice on appropriate levels of reward for the work of elected members in London over the next four years. The Panel canvassed members and officers in all London boroughs through surveys, focus groups and interviews, in order to consider whether and how the role of councillors has changed in recent years and what the main issues that may have an effect on the recruitment and retention of councillors are currently. It also carried out a considerable benchmarking exercise of allowances paid in other parts of England as well as in Scotland, Wales and Northern Ireland. The research showed that basic allowances per annum in London are significantly lower than those paid in Scotland, Wales and Northern Ireland.

Options Appraisal

5. The options for consideration are outlined below for the basic allowance.

Option 1 – Do Nothing - £11,520

6. The Council's Basic Allowance for 2024/25 of £11,520 is the 10th lowest in London. If the Council decides to do nothing, the Basis allowance for 2025/26 would be 37% lower than the Panel's recommended level. This would be a disincentive to retain and recruit quality councillors come 2026. This level of allowance would not encourage Disabled people, ethnic minorities or low-income families to join the local democratic process. This rate does not recognise the high cost of living or the increased workload experienced by members since the pandemic.

Option 2 – To approve an average basic allowance paid across London for the previous year (2024/25).

7. The average basic allowance paid across London for 2024/25 was £12,347. The increase will contribute to recruiting and retaining a diverse range of good quality candidates to stand for office in the Borough. It will encourage Disabled people, ethnic minorities or low-income families to join the local democratic process. The new rate recognises the higher cost of living and the increased workload experienced by members since the pandemic. This option is recommended.

Option 3 – To approve an uplift in line with the pay settlement for employees.

8. The Independent Panel for the Remuneration of Councillors in London in its recent report reiterated its previous recommendation that members allowances should be uplifted annually in line with the pay settlement for employees. The uplift for 2024/25 was 2.5%. Once the current pay settlement has been agreed, this will be backdated to 1st April.

Option 4 – To Implement 2023 Independent Panel's Recommendation £15,690

9. The latest Independent Panel has set the Basic Allowance at £15,960. The Council is not supporting the Panel's recommendations on Basic Responsibility Allowance which is considerably more costly to local council taxpayers.

Special Responsibility Allowance

10. 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.
11. The following Special Responsibility Allowances shall therefore be paid to councillors holding the specified offices indicated:

Position	No	2024 SRA Entitlement	2025 SRA 2.5%
The Leader	1	£41,000	£42,025
Deputy Leader	1	£34,160	£35,014
Other Cabinet members	8	£27,329	£28,012
Chief Whip (where not a member of Cabinet)	1	£27,329	£28,012
Chair, Policy and Oversight Board	1	£27,329	£28,012
Deputy Chief Whip (2)*	1	£7,088	£7,265
Chair of Policy & Accountability Committee	6	£7,088	£7,265
Leader of the Opposition	1	£20,492	£21,004
Deputy Leader of the Opposition	1	£7,088	£7,265
Opposition Whip	1	£7,088	£7,265
Chair of Planning and Development Control Committee, Audit Committee*, Pension Fund Committee, Licensing Committee* (4)	4	£8,860	£9,082
Vice-Chair of Planning and Development Control Committee*	1	£7,088	£7,265
The Mayor	1	£20,492	£21,004
Deputy Mayor	1	£7,088	£7,265
Lead Members **	8	£3,439	£3,525
Total	37		

Option 1 – Adopt London Average (No Increase)

On the basis that the Council's SRAs are broadly in line with London averages, we are not proposing to adopt this option.

Option 2 – Adopt an uplift in line with the pay settlement for employees

12. The Independent Panel for the Remuneration of Councillors in London in its recent report reiterated its previous recommendation that members allowances should be uplifted annually in line with the pay settlement for employees. The uplift for 2024/25 was 2.5%. Once the current pay settlement has been agreed, this will be backdated to 1st April. Shown above is an indication of a 2.5% increase. This is the recommended option.

Annual Lift

13. The updated allowances in this scheme apply from 1 April 2025. It proposes to increase the basic allowance in line with the average basic allowance paid across London for the previous year and increase the special responsibility in line with the national local government pay settlement for employees.

Review of Other Allowances

14. The current scheme has provision for a wide range of other allowances (see Appendix 1).

Dependent Carer Allowance

15. 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. This is being implemented.

Co-opted Members - Policy and Accountability Committee and Pension Fund Committee

16. Policy and Accountability Committee and Pension Fund Committee coopted members are paid £642.01 per annum by equal monthly instalments of £53.50 on the 15th of each month. Co-opted members are entitled to the same travel and dependent carer allowances as Councillors but shall not be entitled to subsistence payments.

Audit Committee - Independent Person

17. CIPFA issues periodic guidance concerning governance issues including advice about local authority audit committees. The Council follows the great majority of the good practice which the current guidance recommends with the notable exception that CIPFA proposes that all English local authority audit committees should include 2 independent members to increase the Committee's skills and experience and reinforce the Committee's independence.
18. As part of the Annual Audit Report for 2023/24, which includes an assessment of the Council's Value for Money arrangements (focussing on financial resilience, governance), Grant Thornton made the following recommendation:

"We recommend that the Council considers the merits of appointing appropriately qualified independent members to the Audit Committee."

This report seeks Council's approval to include up to two independent members (Co-opted Members) in the membership of the Audit Committee. The Independent members will be non-voting members who are suitably qualified with experience in areas such as audit, accounting, governance or risk management, and will bring specialist knowledge and insight to the workings and deliberations of the committee.

19. It is expected that co-opted or independent membership will result in even greater independence with regard to:

- Assurance of the adequacy of the risk management framework.
 - Review of the Council's financial and non-financial performance.
 - Challenge to, and assurance over, the Council's internal control framework; and
 - Help to promote good governance and scrutiny by the committee.
20. To ensure the independence of anyone appoint to the role, CIPFA recommend that the person appointed is:
- Not a member, co-opted member or officer of the authority.
 - Not a relative or close friend of one of the above.
 - Has not been a member, co-opted member or officer of the authority within the last 5 years.
21. It is proposed to appoint one independent member to the Committee. This would ensure that the committee membership did not become too large (another factor in the CIPFA guidance) with membership increasing from 5 to 6. The Committee's Terms of Reference already include provision for co-opting non-voting members on to the Committee, so no changes to the Constitution or Committee Terms of Reference would be required.
22. Most London Boroughs who have (or are currently recruiting to the role) pay an allowance of £500 per meeting. It is recommended that £2000 per annum is paid to enable the Council to attract a good quality candidates with the right skills/experience.

Standards Committee - Independent Persons

23. In order to attract good quality candidates with appropriate skills and experience it is proposed to increase the allowance from £642.01 per annum to £1,000 per annum payable by equal monthly instalments on the 15th of each month. This in line with other London Boroughs.

Equality Implications

24. Locally elected representatives play a vital role are at the heart of our democratic and civic society. They fulfil many roles within the council which are time consuming and demanding. Low allowance could be a disincentive to the recruitment and retention of high-quality councillors from a wider range of backgrounds.
25. However, a robust Members' allowance scheme will encourage a wider representation from our local community to contribute to open government and democratic renewal. The Basic Allowance covers basic out-of-pocket expenses incurred by councillors while undertaking their duties. With the increased workload faced by Members, an uplift will make the role more attractive to recruit a wider representation of our local community. The Members' allowances scheme provides for special circumstances, such as support for councillors with disabilities or sickness and encourages people with children to take up office as expenses incurred for the care of a

Councillor's children or dependants while attending meetings of the authority is covered.

List of Appendices:

Appendix 1 – Members' Allowances Scheme 2025/26

Appendix 2 – Summary of the Recommendations of the Remuneration of Councillors in London 2023 (Report of the Independent Panel published January 2024)

Members' Allowances Scheme 2025-26

Effective from 1 April 2025

This scheme is made in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Regulations") for 2025/2026 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 2024.

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 £15,960 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 allowance in line with the average basic allowance paid across London for the previous year. The basic rate allowance for all Hammersmith & Fulham Councillors will therefore be £12,347 - 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	£12,347	£617,350

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	2025 SRA 2.5%	Total SRA
The Leader	1	£42,025	£42,025
Deputy Leader	1	£35,014	£35,014
Other Cabinet members	8	£28,012	£224,096
Chief Whip (where not a member of Cabinet)	1	£28,012	£28,012
Chair, Policy and Oversight Board	1	£28,012	£28,012
Deputy Chief Whip (2)*	1	£7,265	£7,265
Chair of Policy & Accountability Committee	6	£7,265	£43,590
Leader of the Opposition	1	£21,004	£21,004
Deputy Leader of the Opposition	1	£7,265	£7,265
Opposition Whip	1	£7,265	£7,265
Chair of Planning and Development Control Committee, Audit Committee*, Pension Fund Committee, Licensing Committee* (4)	4	£9,082	£36,328
Vice-Chair of Planning and Development Control Committee*	1	£7,265	£7,265
The Mayor	1	£21,004	£21,004
Deputy Mayor	1	£7,265	£7,265
Lead Members **	8	£3,525	£28,200
Total	37		£543,610

*Portfolio holders who hold two SRA positions will only receive one SRA in respect of duties undertaken.

** There are thirteen positions. However, eight 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.

Basic Allowance Policy

- 2.3 All Members shall continue to receive their Basic Allowance in full whilst on maternity, paternity, adoption or sickness leave as long as they remain a Member (subject to the six month councillor attendance at meetings requirement in section 85 of the Local Government Act 1972).

Special Responsibility Allowances Policy

- 2.4 Members entitled to a Special Responsibility Allowance shall continue to receive their allowance in full in the case of maternity, paternity, shared parental, adoption or sickness leave.

- 2.5 Where a replacement is appointed to cover the period of absence that person shall receive an SRA on a pro rata basis for the period of the temporary appointment.
- 2.6 The payment of Special Responsibility Allowances, whether to the primary SRA holder or a replacement, during a period of maternity, paternity, shared parental or adoption leave shall continue for a period of six months, or until the date of the next Annual Meeting of the Council, or until the date when the member taking leave is up for election (whichever is soonest). At such a point, the position will be reviewed, and will be subject to a possible extension for a further six month period.
- 2.7 Should a Member appointed to replace the member on maternity, paternity, shared parental or adoption leave already hold a remunerated position, the ordinary rules relating to payment of more than one Special Responsibility Allowances shall apply.
- 2.8 Unless the Member taking leave is removed from their post at an Annual General Meeting of the Council whilst on leave, or unless the Party to which they belong loses control of the Council during their leave period, they shall return at the end of their leave period to the same post, or to an alternative post with equivalent status and remuneration which they held before the leave began.

3. Other Allowances and Leave

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) £6.93 per half hour before 10pm; £7.50 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.

General Policy - Maternity, Paternity, Shared Parental and Adoption Leave

- 3.3 Any Member who takes maternity, paternity, shared parental or adoption leave retains their legal duty under the Local Government Act 1972 to attend a meeting of the Council within a six month period unless the Council Meeting agrees to an extended leave of absence prior to the expiration of that six month period.
- 3.4 Any Member intending to take maternity, paternity, shared parental or adoption leave will be responsible for ensuring that they comply with the relevant notice requirements of the Council, both in terms of the point at which the leave starts and the point at which they return.
- 3.5 Any member taking leave should ensure that they respond to reasonable requests for information as promptly as possible, and that they keep officers and colleagues informed and updated in relation to intended dates of return and requests for extension of leave.

Resigning from Office and Elections

- 3.6 If a Member decides not to return at the end of their maternity, paternity, shared parental or adoption leave they must notify the Council at the earliest possible opportunity. All allowances will cease from the effective resignation date.
- 3.7 If an election is held during the Member's maternity, paternity, shared parental or adoption leave and they are not re-elected, or decide not to stand for re-election, their basic allowance and SRA if appropriate will cease from the Monday after the election date when they would technically leave office.

Maternity and Neonatal Care Leave

- 3.8 Members giving birth are entitled to up to 6 months maternity leave from the due date, with the option to extend up to 52 weeks by agreement if required.
- 3.9 In addition, where the birth is premature, the Member is entitled to take leave during the period between the date of the birth and the due date in addition to the 6 months' period. In such cases any leave taken to cover prematurity of 28 days or less shall be deducted from any extension beyond the initial 6 months.
- 3.10 In exceptional circumstances, and only in cases of prematurity of 29 days or more, additional leave may be taken by agreement, and such exceptional leave shall not be deducted from the total 52 week entitlement.

Paternity Leave

- 3.11 Members shall be entitled to take a minimum of 2 weeks paternity leave if they are the biological father or nominated carer of their partner/spouse following the birth of their child(ren).

Shared Parental Leave

- 3.12 A Member who has made Shared Parental Leave arrangements through their employment is requested to advise the Council of these at the earliest possible opportunity. Every effort will be made to replicate such arrangements in terms of leave from Council.
- 3.13 Where both parents are Members leave may be shared up to a maximum of 24 weeks for the first six months and 26 weeks for any leave agreed thereafter, up to a maximum of 50 weeks. Special and exceptional arrangements may be made in cases of prematurity.

Adoption Leave

- 3.14 A Member who adopts a child through an approved adoption agency shall be entitled to take up to six months adoption leave from the date of placement, with the option to extend up to 52 weeks by agreement if required.

Sickness Leave

- 3.15 A Member who is sick will continue to receive the basic allowance as long as they remain a councillor and comply with the attendance requirements regarding council meetings under section 85 of the Local Government Act 1972.
- 3.16 Where a Member is entitled to a Special Responsibility Allowance, it will continue to be paid in the case of sickness leave on the same terms as employees (for a period of 6 months followed by a further period of 6 months at half rate).

4 Annual increase

- 4.1 The updated allowances in this scheme apply from 1 April 2025. Any future allowance uplift will be set at the average basic allowance paid across London for the previous year.

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 £642.01 per annum by equal monthly instalments of £53.50 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 for:-
- Standards Committee at a flat rate allowance of £1,000.00 per annum payable by equal monthly instalments of £83.33 on the 15th of each month.
 - Audit Committee at a flat rate allowance of £2,000.00 per annum payable by equal monthly instalments of £166.66 on the 15th of each month.

Report of the Independent Panel - Recommendations of the Remuneration of Councillors in London 2023

Level of Basic Allowance

In 2022, the Panel recommended that the Basic Allowance of £12,014 should be paid to every councillor. Updated for the local government staff pay awards since then brings the figure to £12,499.

The latest Independent Panel has set the Basic Allowance at £15,960. The Panel considers that this allowance better reflects the high cost of living in London, than the previous recommendations. It is also of the view that its implementation in 2024 will contribute to recruiting and retaining a diverse range of good quality candidates to stand for office in London.

Special Responsibility Allowances

The Panel has previously determined that all other SRAs are calculated as a proportion of the Leader's SRA. It has recommended using bands rather than fixed amounts, in order to allow flexibility and recognise local variations on how the roles are performed. The proposed amounts for each band are a percentage of the figure suggested for a council leader depending upon levels of responsibility of the roles undertaken.

A snapshot of the recommended bands and levels of allowance are below.

Elected Mayor	Leader	Deputy Leader/Cabinet Member/Scrutiny Chair	Opposition Leader/Planning Chair/Mayor	Cabinet Assistant/Scrutiny Vice Chair
£93,575	£62,092	£37,255 - £46,569	£15,523- £31,046	£3,105 - £9,314

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.

Report to: Full Council

Date: 21/05/2025

Subject: Appointment of Independent Person

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

Report author: David Abbott, Head of Governance

Responsible Director: Grant Deg, Monitoring Officer

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 as an Independent Person.

RECOMMENDATIONS

1. That His Honour Judge John Rylance be re-appointed as Independent Person for another 2 years fixed term.
2. That the Council pay each appointed person a flat rate allowance of £1000 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, 24/05/2025

*Verified by Andre Mark, Head of Finance –Strategic Planning and Investment,
25/05/2025*

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.

Glen Egan, Assistant Director of Legal, 25/05/2025

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. 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.
2. His Honour Judge John Rylance, Mr Tom Babbedge and Ms Dilina Ostborn were appointed as independent persons in May 2019, then again in April 2021 and 2023. After serving 3 terms of office, the Council sought to appoint a new set of independent persons to undertake the function.

3. The Independent Persons positions were advertised online (on the Council's website, Nextdoor and LinkedIn). There were no successful candidates at interview. The Panel has recommended the reappointment of His Honour Judge John Rylance – retired Deputy Circuit Judge for a further fixed term of 2 years.

Reasons for Decision

4. 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.

LIST OF APPENDICES

None.

Agenda Item 6.9

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 21/05/2025

Subject: Dispensation of Absence

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

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

Responsible Director: Sukvinder Kalsi – Executive Director of Finance and Corporate Services

SUMMARY

This report seeks approval of a special dispensation to be granted to Councillor Alex Karmel for non-attendance at meetings of the authority due to ill health.

RECOMMENDATIONS

- 1. That a special dispensation be granted to Councillor Alex Karmel for non-attendance at meetings of the authority due to ill health pursuant to Section 85(1) of the Local Government Act 1972.

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Doing things with residents and not to them	Councillors have a key community leadership role to represent all constituents within their wards.
Building shared prosperity	The participation of all Councillor members in decision making and community engagement activities is line with the Council's policies and priorities.

Financial Impact

The recommendations in this report have no direct financial impact.

Alex Pygram, Head of Finance, Corporate Services, 24/04/2025
Verified by Andre Mark, Head of Finance, Strategic Planning and Investment, 24/04/2025

Legal Implications

Section 85 (1) of the Local Government Act 1972 makes provision in relation to member attendance at meetings. It provides that if a member fails to attend qualifying meetings for a period of six consecutive months from the date of their last attendance, they shall cease to be a member of the authority unless, before the expiry of that period the authority has approved such non-attendance.

Glen Egan, Assistant Director of Legal Services, 24/04/2025

Background Papers Used in Preparing This Report

None.

DETAILED ANALYSIS

Proposals and Analysis of Options

1. Section 85 (1) of the Local Government Act 1972 makes provision in relation to member attendance at meetings. It provides that if a member fails to attend qualifying meetings for a period of 6 consecutive months from the date of their last attendance, they shall cease to be a member of the authority unless, before the expiry of that period the authority has approved such non-attendance.
2. Councillor Karmel has not been able to attend a council meeting since the Licensing Sub-Committee meeting held on 11 December 2024 due to ill health.
3. To avoid disqualification, it would be reasonable to grant Councillor Karmel dispensation from non-attendance at meetings of the authority until he recovers and is able to attend meetings.

Consultation and Engagement

4. Both groups support this proposal.

Reasons for Decision

5. Section 85 (1) of the Local Government Act 1972 makes provision in relation to member attendance at meetings. If a member fails to attend qualifying meetings for a period of 6 consecutive months from the date of their last attendance, they shall cease to be a member of the authority unless, before the expiry of that period the authority has approved such non-attendance.

Equality Implications

6. There are no anticipated negative implications for groups with protected characteristics, under the Equality Act 2010, by these proposals.

Agenda Item 6.11

LONDON BOROUGH OF HAMMERSMITH AND FULHAM

Report to: Full Council

Date: 21/05/2025

Subject: Redevelopment of Avonmore Primary School and Building New Homes

Report of: Councillor Andrew Jones, Cabinet Member for The Economy

Report author: Will Noton, Head of Development

Responsible Director: Bram Kainth, Executive Director of Place

SUMMARY

This report concerns the proposed development of Avonmore Primary School and seeks approval of a capital budget to enable construction of both the new school and new homes.

The proposed scheme ("Development") has been co-produced with the school governors, the wider school community and consulted on widely with local residents. It will provide a modern, fit for purpose one form entry (1FE) Primary School, as well as an enhanced nursery and Special Educational Needs and Disabilities (SEND) provision as well as 91 new homes, of which 50% are affordable. The scheme was approved at planning committee in November 2024.

In line with the Council's ambition to deliver net-zero carbon by 2030, the school facilities and new homes have been designed to high sustainability and environmental standards which translate into an estimated 75% reduction in operational carbon emissions. This reduction will significantly reduce ongoing energy bills for the school and residents.

RECOMMENDATIONS

That Full Council:

1. Agrees 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. Approves a capital budget to deliver the new homes and new school which will include contingency and internal costs, as set out in exempt appendix 1.
-

Wards Affected: Avonmore

Our Values	Summary of how this report aligns to the H&F Values
Building shared prosperity	The Development of the site will bring about measurable local benefits including realisable benefits during the construction stage where contractors, under the Council's procurement policy, will be incentivised to provide Social Value that is aligned to Council's strategies such as Upstream London as the second phase of our Industrial Strategy.
Creating a compassionate Council	The Development will help meet the acute need for affordable housing in the locality as well as the wider borough.
Doing things with local residents, not to them	The Development is being co-produced with local residents and the school in accordance with this value.
Being ruthlessly financially efficient	The delivery of high-quality residential homes that are operationally net-zero carbon through the use of external funding and incorporation of private sale homes demonstrates the ruthless financial efficiency of the Development while maximising the number and sizes of affordable homes.
Taking pride in H&F	The aim of the Development is to create a lasting and positive legacy through a well-designed primary school, new homes and neighbourhood amenities while addressing both the climate challenge and the acute need for affordable housing in the borough.
Rising to the challenge of the climate and ecological emergency	The Development will deliver a highly sustainable primary school and new homes that are operationally net-zero carbon and so help create and sustain a low carbon community and neighbourhood.

Financial Impact

The total development budget and the required funding resources are set out in exempt appendix 1.

Finance implications: completed by Harun Guleid, Principal Accountant (Development), 28th April 2025

Verified by Andre Mark, Head of Finance (strategic planning and investment), 29th April 2025

Legal Implications (General)

The recommendation is for approval of a capital budget for the delivery of a new school and homes within the Avonmore Primary School site.

The Council's Financial Regulations provides that approval by the Full Council is required for a programme of capital expenditure and capital strategy.

It is illegal for the Council to budget for a deficit.

The Council's obligations under the Equalities Act 2010 have been covered in the section titled 'Equality Implications' below.

Mrinalini Rajaratnam, (Chief Solicitor Planning and Property), 23 April 2025

Legal Implications (Contracts and Procurement)

There are no contract and procurement implications at this stage in the scheme as the recommendation is only for budget approval. The subsequent contracts to deliver the scheme must comply with procurement legislation and the Council's Contract Standing Orders. Cabinet approved a procurement strategy for the associated construction contract in June 2024 and the tender process is proceeding in accordance with that Cabinet decision. A further Cabinet Member decision will be required for the award of the contract.

Angela Hogan, Chief Solicitor (Contracts and Procurement), 17 April 2025

Background Papers Used in Preparing This Report

None

DETAILED ANALYSIS

Background

1. In March 2019, Cabinet approved the strategic case for the Community Schools Programme (CSP). Cabinet approved the Avonmore school project in this report. This strategy considered the role of modern education facilities and affordable housing in driving the Council's inclusive growth agenda and Upstream London, the second phase of our Industrial Strategy, more broadly. It also acknowledged the lack of funding available from the Department for Education (DfE) to enable school improvements. The strategy has three core aims:
 - to re-provide modern, fit for purpose schools to support the borough's ambition to give children the best start in life,
 - to support the funding of education in Hammersmith & Fulham, including future repair and planned maintenance requirements across the school community, and,
 - to fund school redevelopment through the creation of much needed affordable housing which will help maintain the borough's vibrant social mix.
2. The present Avonmore Primary School building was built as a temporary post-war structure, which has been supplemented with various ad-hoc module and prefabricated building additions and alterations over the years to respond to demand. This approach has resulted in an inefficient site with operational challenges.
3. Since large parts of the school building fabric have fallen into disrepair and are considered to have surpassed their life expectancy, it has been deemed that the school buildings are no longer fit for purpose and risks failing to offer the best learning environment for pupils.
4. The Council appointed design, project and cost management support services between autumn 2019 and summer 2020 to develop the designs, engage the school and wider community and progress the scheme to planning submission.
5. The Avonmore Primary School procurement strategy for the main contractor was approved by Cabinet on 3 June 2024 and the tender process is now completed. The Council is aiming to appoint the successful contractor in late Spring 2025 (further details can be found in the programme within this report). Cabinet also noted that the budget request would be subsequently submitted for approval by Full Council. This report constitutes the budget approval decision.
6. Full details of the technical elements of the scheme and the statement of community involvement can be located within the publicly available planning application, though this report will provide a summary of the most pertinent information.

Design Co-Production & Consultation

7. The Council began a series of engagement events in June 2019 with the school community to co-produce designs. A RIBA Client Design Advisor (CDA) was appointed to work closely with the school stakeholders. This process included regular meetings and design workshops with the Avonmore Steering Group (comprised of school leadership and governors) and pupil consultation events.
8. In March 2021 the Council paused the design work to enable an extended period of consultation with the local community and wider stakeholders. This decision was taken to ensure that the design team was best placed to reflect the views of the school community and residents in the emerging designs. Design work recommenced in January 2023.
9. The design work that took place in the lead up to the planning application submission included improvements to the energy strategy (i.e. removing gas boilers from the scheme and replacing these with air source heat pumps) and updating the designs to new fire safety building regulations, which included the addition of firefighting and evacuation lifts.
10. An overview of the nature of engagement and consultation events that took place between the beginning of the CSP and the submission of the planning application is included below:
 - Engagement with local community interest groups
 - Four public consultation events
 - Twelve Pre-application meetings with the LPA
 - Engagement with H&F Inclusive Design Forum
 - Two Design Review Panels
11. Throughout the design process there were public consultation events and ongoing informal opportunities for the school community and residents to provide comments on and assist in shaping the emerging proposals for the scheme. This process has included members of the design team as well as the relevant Cabinet members and senior officers.
12. In the months prior to the submission of the planning application, the Council held a series of exhibitions and on-line events, to share the co-produced proposed designs with residents, local groups and the school's community. In addition, individual presentations were offered to key external stakeholders.
13. Following the extended consultation phase and work to improve the energy strategy and fire safety strategy for the project, a planning application was submitted in November 2023. This application was approved in November 2024.

Design Principles

Collaborative working and co-production

14. Collaborative working and co-production with the school and residents of the design has been the foundation of the Development from the start of the project.

Accessibility and inclusive design

15. Accessibility and inclusive design have been constant drivers within the design process. Specialist accessibility consultants have input into the proposals throughout to ensure that accessibility has been properly considered in all decisions. On several occasions, the resident-led Hammersmith and Fulham Inclusive Design Review Panel (IDRP) has considered emerging proposals. The feedback has consistently been positive, valuable, and important in shaping the proposals and design.

Secure by Design

16. In line with the Council's commitment to Take Pride in H&F and attempt to reduce crime wherever possible, the scheme has adopted Secure by Design principles to ensure the safety of pupils, residents, and wider users.

Sustainability and net-zero carbon

17. From a sustainability and net zero carbon perspective, the scheme has many positive elements within the design. Estimated operational carbon reductions in the region of 75% are expected owing to the design work, and the school facilities will achieve industry recognised BREEAM Excellent standard.

Urban greening and ecology

18. Urban greening and ecology across the site have been optimised and the scheme will see a biodiversity net gain owing to a range of ecological improvements. Features include green roofs on all buildings, new tree planting in the community and 100 new solar panels.

New Education Facilities

19. The design proposals for the new Avonmore Primary School will:
- provide a one-form entry primary school accommodating 240 pupils
 - create an enhanced and inclusive learning environment for nursery to Year 6 students
 - create a significantly larger school than the existing school. It provides 2,352sqm gross internal area compared to 1,399sqm and requires a smaller total building footprint
 - consist of three storeys plus a fully accessible roof terrace
 - provide 741sqm of outdoor space within the building footprint
 - provide a canopy of 142sqm over the early years play space
20. As set out above, the school and nursery buildings will provide additional space over and above the DfE requirements for schools of this type.
21. The usable open space within the proposed designs is 1,490sqm. This figure constitutes a 70sqm reduction to the existing usable open space of 1,560sqm. This decision translates into a 4.5% reduction in usable open space. The Council has been unable to re-provide the exact amount of usable open space within the scheme owing to the site's constraints and the need to ensure that the proposals secure the necessary improvements to educational and housing infrastructure.

22. Though the reduction in usable open space is marginal, the Council has taken several design decisions that seek to compensate for this loss. The new school building accommodates larger dedicated spaces for sports, exercise and leisure such as a sports hall, dance studio, and central atrium. Moreover, the scheme has sought to improve the school's access to the adjacent Marcus Garvey Park for organised outdoor activities.
23. The new school adds capacity for a higher number of pupils with Special Education Needs and Disabilities (SEND). Intervention rooms have been provided that exceed specialist DfE (Building Bulletin BB103) Guidance. A sensory room is also provided to improve the learning experience for pupils with autism as well as other forms of SEND relating to sensory perception.
24. A range of 'specialist teaching spaces' are also provided. These spaces include a bespoke Art and Design Technology room as well as a specialist Science facility. These elements are important to reflecting the priorities of Upstream London, our Industrial Strategy, in our education provision through enabling effective learning of creative and scientific skills that will be important to the borough's economic growth in the short-medium term.
25. The school also includes a rooftop learning deck to provide a diverse range of learning environments and to facilitate outdoor learning and play.
26. The scheme also seeks to provide wider community benefits. The intention is for the enhanced school facilities, such as the new sports hall, to be made available to the local community and community groups for use outside of school hours. Moreover, the public realm enhancements around the perimeter of the site will make the area more attractive for everyone who live or work in the area.
27. The new facilities will enable the school to support every pupil to achieve the best outcomes, whether they need specialist SEN support or not. This supports the delivery of the H&F local area SEND strategy that Cabinet recently approved. The new modern fit-for-purpose Avonmore Primary School will improve teacher training, improve recruitment, and increase teacher retention in a challenging national climate. All of which will boost the morale and support the wellbeing of staff and pupils.
28. The added facilities for teacher training, development and community users will all provide new revenue streams for the school, enabling them to be more self-sufficient and reduce the burden on the public purse. This delivery model is aligned to the recently agreed strengthening education provision in H&F plan to build a more sustainable primary school sector.
29. The new school and infrastructure will reduce future maintenance costs, and any planned refurbishment works that would have otherwise continued with the existing prefabricated 1950's temporary building.

Proposals for New Homes

30. A summary of the residential element of the scheme is provided below. The consented scheme includes 91 sustainable homes, of which:
- 45 (50%) of which will be affordable, comprising of:
 - 27 (30%) homes for social rent, and
 - 18 (20%) homes for shared ownership
 - 46 (50%) homes for market (leasehold) sale.
31. In line with local planning policy, 10% of the new homes will be wheelchair accessible, accommodating Part M4(3) standards. Similarly, the delivery of the 45 new affordable homes equates to 50% affordable housing provision within this scheme. When measured by habitable room, the affordable housing provision within the scheme equates to 55.5%.
32. The Council is firmly committed to the maximisation of affordable housing delivery as far as possible. Officers are exploring the use of further subsidy (such as affordable housing S106 funds) to convert some or all of the 46 market-sale homes to affordable tenures.
33. This process could include specific intermediate housing initiatives for key workers already living or working in the borough, or broader low-cost home ownership opportunities for residents. This decision would be subject to the scheme continuing to meet the viability benchmarks which are described in the exempt finance appendix of this report.

Next Steps

34. Planning consent for the scheme was granted on 6 November 2024. A preferred construction contractor has been identified though the Council is yet to award a contract. To progress the scheme and award the contract to a main works contractor, approval of a capital budget is required from Full Council.
35. In parallel, the Council has applied to the DfE to secure approval under s77 (3) of the School Standards and Framework Act 1998 and has submitted an application under paragraph 4 of Schedule 1 to the Academies Act to change the use of the part of the school land to allow housing development. An appropriation strategy will be taken to Cabinet for approval before the Development commences.
36. Refurbishment works are underway to upgrade the former Queensmill School site on Mund Street. This site will act as a decant site for Avonmore Primary School during construction. The school moved in April 2025 for approximately 2 years, while the new school is under construction.
37. On the basis of the tender returns, the Council expects (subject to the approval of the capital budget in this decision) to be able to award a construction contract of a value that enables the scheme to continue to meet the organisation's financial viability hurdles. The detail in regard to the scheme's financial performance is set out within exempt appendix 1.

38. The approval of this decision will enable the Council to submit a report to the Cabinet Member for the Economy in Spring 2025 to request approval to award the contract for the construction of the scheme. On this basis, the expected key development milestones are as follows:

Development Programme – Key Milestones	Dates
Conclusion of procurement stage, review and evaluation	Apr 2025
Full Council Approval of Development Budget	May 2025
Award Decision – Cabinet Member Report	May 2025
Contract award and mobilisation period	Jun 2025
Anticipated contractor possession / start on site	Jul 2025
Anticipated sectional completion (school)	Jun 2027
Anticipated practical completion (residential)	Dec 2027

OPTIONS ANALYSIS

39. The following section sets out the options available to Full Council in regard to this decision.

Option 1: Do nothing (not recommended)

40. Option 1 constitutes a decision to do nothing which would in essence mean not proceeding with this decision. Option 1 is not recommended as a failure to proceed with this decision has a range of negative consequences.
41. Firstly, not proceeding with this decision threatens the scheme's funding strategy. The development relies on a Right to Buy receipt allocation, the availability of which depends on the scheme's ability to proceed in line with the programme set out elsewhere in this report. If the scheme were to lose this funding allocation there is no guarantee that other subsidy will become available to enable the scheme to continue to meet the Council's viability hurdles.
42. Secondly, a choice to not proceed with this decision and to essentially postpone this development could result in all costs incurred so far becoming abortive. Exempt appendix 1 details the extent of the potentially abortive costs.
43. Thirdly, not proceeding with this decision would negatively impact on the Council's ability to realise two of its primary ambitions, namely the improvement of educational infrastructure and the delivery of new, affordable housing.

Option 2: Revise the scheme (not recommended)

44. Option 2 constitutes a decision to instruct officers to substantially revise the scheme for which a capital budget is requested and to which planning consent has been granted. The reasons for which this option is not recommended are as follows.
45. Firstly, as the decision to revise the scheme will substantially prolong the development process, this decision presents the same risks as Option 1, namely the threat to the funding strategy, the potential for abortive costs, and the delay

in the provision of modern educational infrastructure.

46. Secondly, this decision is not recommended on the basis that it is unlikely to add significant value. The proposals within this scheme align closely to the priorities within the adopted strategy for the Community Schools Programme and are the result of an extensive co-production and design programme that has involved a wide range of stakeholders to ensure that it reflects the Council's priorities in regard to education provision, affordable housing delivery, and sustainability. The local planning authority has deemed that the existing scheme provides a wide range of benefits and there is nothing to suggest that significant revisions to the scheme will yield added value.

Option 3: Approve the recommendations within this report (recommended)

47. Option 3 constitutes a decision to approve the recommendations within this report. This option is recommended on the basis that it will enable the Council to subsequently award a contract from this budget and realise the benefits of the school redevelopment set out within this report. This option is recommended for the following reasons.
48. Firstly, this option is recommended because the proposed scheme has a financially viable funding strategy and a successful planning consent, demonstrating that the proposals are both financially sustainable and in line with the Council's spatial strategy.
49. Secondly, it is recommended that the Council proceed with the development so that it can realise the objectives of the Community School Programme, ensuring that young people in the borough have access to a high-quality education. Improvements to the Council's education infrastructure also aligns closely to its Upstream London Industrial Strategy priorities.
50. Thirdly, this option is recommended so that the Council can boost its housing supply in line with its significant ambitions for affordable housing delivery. The proposals provide 91 new, sustainable homes of which 50% are affordable, highlighting the Council's commitment to building diverse, mixed communities with a range of housing options for local residents.

Reasons for Decision

51. This decision is required to comply with the relevant requirements within the Financial Regulations that a budget request of this scale be approved by Full Council.

Equality Implications

52. An Equalities Impact Assessment has been carried out and is appended at appendix 2.

Risk Management Implications

53. There are no significant risks associated with the decision to approve a capital budget for this scheme. There are, however, risks arising from any decision to

award a contract for the construction of this development. This decision is expected to take place in early 2025 and the key decision report that relates explicitly to this contract award will consider the risks in detail.

Jules Binney, Risk and Assurance Manager, 17th April 2025

Climate and Ecological Emergency Implications

54. In addition to the high sustainability and environmental standards delivered to reduce operational carbon emissions, the development should explore opportunities to reduce embodied carbon through the reuse and recycling of materials and resources, including:
- setting aside materials and resources during demolition for reuse
 - maximising construction and demolition waste diversion away from landfill
 - maximising low carbon, reused and locally sourced materials for construction and refurbishment
 - considering standard design components
 - driving a circular economy through the use of modular components & reclaimed materials
 - focusing on sustainability for the replacement of defective products, fixtures & fittings (repair, reuse, recycling)
55. The development should commit to ecological improvements including but not limited to incorporating green roofs for biodiversity, sustainable urban drainage systems (SuDS) such as blue roofs for rainwater & surface water absorption and ensuring native species are chosen for planting - invasive species should be excluded.
56. Once in operation, the development should provide amenity spaces for community events and green skills workshops such as repair and retrofit training opportunities for local residents.

Hinesh Mehta, Assistant Director Climate and Transport, 23/04/2025

Local Economy and Social Value Implications

57. This report requests that Full Council approve a budget to enable the construction of a new primary school and 91 new homes on the site of Avonmore Primary School.
58. The scheme is designed to provide a range of local economic benefits. The construction of new, modern educational facilities sits in line with Upstream London, Hammersmith and Fulham's Industrial Strategy, and seeks to ensure that all young people within the borough are able to access a good, rounded education. Likewise, the new school building provides a range of specialist science and arts facilities which is of particular importance in view of the role that the life-science, tech, and creative industries will play in creating sustainable jobs for residents in future.

59. The provision of 91 new homes, of which half are affordable, will also make a substantial contribution to the Council's inclusive growth agenda. The availability of new homes across a range of affordable housing tenures is key to protecting the borough's foundational economy, ensuring that key workers are able to live and work in the borough on an ongoing basis.
60. The tender for the main construction contract will need to be run in accordance with the Council's social value policy whereby social/added value is weighted at 20% of the overall tender evaluation. The development team will continue to work with the economic development service to ensure that the delivery of social value provides ongoing benefit to the residents of the borough.

David Pack, Assistant Director – Economic Development & Growth, 16 April 2025.

LIST OF APPENDICES

Exempt Appendix 1 – Exempt Financial Implications
Appendix 2 – Equality Impact Assessment

Appendix 2 - H&F Equality Impact Analysis Tool

Conducting an Equality Impact Analysis

An EIA is an improvement process which helps to determine whether our policies, practices, or new proposals will impact on, or affect different groups or communities. It enables officers to assess whether the impacts are positive, negative, or unlikely to have a significant impact on each of the protected characteristic groups.

The tool is informed by the [public sector equality duty](#) which came into force in April 2011. The duty highlights three areas in which public bodies must show compliance. It states that a public authority must, in the exercise of its functions, have due regard to the need to:

- 1. Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited under the Equality Act 2010**
- 2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it**
- 3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it**

Whilst working on your Equality Impact Assessment, you must analyse your proposal against these three tenets.

General points

1. In the case of matters such as service closures or reductions, considerable thought will need to be given to any potential equality impacts. Case law has established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, it should demonstrably inform the decision, and be made available when the decision is recommended.
2. Wherever appropriate, the outcome of the EIA should be summarised in the Cabinet/Cabinet Member report and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense, and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.
5. If you already know that your decision is likely to be of high relevance to equality and/or be of high public interest, you should contact the Strategy & Communities team for support.

Further advice and guidance can be accessed online and on the intranet:

<https://www.gov.uk/government/publications/public-sector-equality-duty>

<https://officesharedservice.sharepoint.com/sites/Governance/SitePages/Reports.aspx>

H&F Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis								
Financial Year and Quarter	24/25 – Q4								
Name and details of policy, strategy, function, project, activity, or programme	Avonmore Primary School - Redevelopment								
	The proposed scheme, co-produced with the Avonmore school governors, community and local residents will see the redevelopment of the site, which currently accommodates Avonmore Primary School, a one form entry school (1FE), together with nursery and limited Special Education Needs and Disabilities (SEND) facilities.								
	The proposed development provides a new, one form entry (1FE), Primary School for 30 pupils in reception to year 6, with complementary nursery accommodation and enhanced SEND facilities throughout and 91 new homes, 50% of which will be affordable.								
	The quality of the scheme has been maximised; with both the new school facilities and new homes all designed to high sustainability and environmental standards helping to reduce energy bills to the school, users and residents. A planning application for the scheme was approved at planning committee on 5th November 2024.								
	The construction phase may well have a substantially different impact on those with protected characteristics than the impacts of the development once completed. The impact of the construction phase is anticipated to primarily affect immediate neighbours, visitors, residents, and employees.								
	The construction contractor will be obliged to observe LBHF policies on Equality and Diversity or to provide their own policies for approval as part of the tender process. The construction contractor may also be asked to sign up to a code of conduct to mitigate against impact of its work on persons with protected characteristics.								
	Upon appointment, the main contractor will be required to produce a Construction Management Plan and a site waste management plan – that will control site logistics and ensure that locals are disturbed as little as possible by the construction works traffic. It is expected that the hours of work on site will be controlled by planning condition.								
	The completed development may have a substantial positive impact or at the very least no negative impact on some or all persons with protected characteristics. The scheme will deliver 91 homes (including affordable), with the breakdown as follows:								
<table><tr><td>Description</td><td>Social Rent</td><td>Shared Ownership</td><td>Private Sale</td><td>Total</td></tr></table>					Description	Social Rent	Shared Ownership	Private Sale	Total
Description	Social Rent	Shared Ownership	Private Sale	Total					

	TOTAL	27	18	46	91
	<p>10% of the homes will be wheelchair accessible.</p> <p>The completed development is anticipated to have a positive impact on residents with protected characteristics and others who are of low- and mid-income households through the delivery of inclusive development that includes significant number of affordable homes.</p> <p>The scope of this EQIA assessment is primarily to consider and assess the impact from Avonmore Primary School's redevelopment over two distinct phases: construction phase and the completed development</p>				
	<p>Name: Will Noton Position: Head of Development Email: william.noton@lbhf.gov.uk Telephone No:</p>				
Date of completion of final EIA	Initial assessment completed on 11 September 2023 and this assessment updated December 2024				

Section 02	Scoping of Full EIA		
Plan for completion	Timing: The EIA scope starts immediately through to anticipated completion of the final construction phase due to commence summer 2027.		
Analyse the impact of the policy, strategy, function, project, activity, or programme	Analyse the impact of the policy on the protected characteristics (including where people / groups may appear in more than one protected characteristic). You should use this to determine whether the policy will have a positive, neutral, or negative impact on equality, giving due regard to relevance and proportionality.		
	Protected characteristic	Analysis	Impact: Positive, Negative, Neutral
	Age	Construction phase (including pre-construction handover stage): The site is currently occupied by Avonmore Primary School with the staff overseeing governance and safeguarding principles. The school will be vacated in spring 2025 before construction commences. It will need to be secured by appropriate fencing and by remote CCTV system with a 24-hour emergency	

	<p>response arrangement in place. Empty or inactive construction sites by their nature attract the curiosity of younger people who may attempt to enter and explore them. To mitigate against this, continuous security will be maintained especially during the period before the construction contractor takes possession of the site. The impact is anticipated to be neutral but only on the full implementation of identified mitigations.</p> <p>The Council's Construction Site Noise and Dust Pollution policy will mitigate against impact of the construction phase, but it mainly focuses on issues around noise, vibration and dust. It will nevertheless deal with the wider impact of the construction as part of the approval of the Construction Phase Plan which will form part of a pro-active and collaborative approach backed up by active monitoring and enforcement to ensure compliance to control or eliminate any negative impact from the construction site on local residents and businesses.</p> <p>In addition to planning requirements, the council will set out clear contractual expectations on the construction contractor as part of its Employer's Requirements to ensure the contractor engages with neighbouring residents / stakeholders, in accordance with the best practice requirements.</p> <p>The construction phase is anticipated to have a positive impact on younger and unemployed residents who will be offered apprenticeships, employment and training during the construction phase. The anticipated positive impact on younger people is in acknowledgement of younger people experiencing higher unemployment rate in comparison to all other working age groups. Offer of apprenticeships, employment and training will be a significant part of the contractor's social value offering or S106 obligations.</p> <p>Due to the location of the site near residential areas, it is possible that noisy works, even though they may still be within statutory limits, may have a disproportionately negative impact on younger people especially during exams and revision times as the construction phase is anticipated to be longer than 1 year.</p> <p>The contractor would be required to work with residents around the site and organise work on site in close liaison with residents to mitigate disproportionate impact especially during exams and revision times.</p>	
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		<p>Footpaths alongside the site provide access to Marcus Garvey Park and the play equipment therein. Alternative routes will be accessible and will be well signposted. The impact is anticipated to be neutral but only on the full implementation of identified mitigations.</p> <p>Completed Development Phase</p> <p>The completed development will have a positive impact on households and individuals with protected characteristics and others who are of low- and mid-income households by delivering affordable housing.</p> <p>There will be a disproportionate positive impact on younger households because the new 1FE school, including enhanced SEND and nursery facilities, and because younger households have a proportionately lower income, and this development will disproportionately benefit them by delivering affordable housing.</p> <p>All units will be either wheelchair accessible / adaptable (M4(3)) or accessible and adaptable (M4(2)), which will disproportionately benefit older people, who are more likely to have age-related impairments.</p> <p>New amenities within the school will include play space for children and young people.</p> <p>Lighting within the development will be site-wide, creating a greater sense of safety, which will benefit older people and young people, who may feel more vulnerable when outside in the dark.</p>	Positive
	Disability	<p>Construction Phase</p> <p>Temporary closure of some footpaths alongside the site due to statutory undertakers' works often creates barriers that disproportionately negatively impact disabled people. Closure, if required, will only take place once alternative routes that are accessible, sufficiently wide and appropriately designed and installed with appropriate signpost are made available.</p>	Neutral

		<p>Specific obligations on the contractor to carry out required Health and Safety measures in relation to temporary works will be included in the contract with the construction contractor. Works will be monitored, inspected and overseen by council's consultants.</p> <p>The production of dust during construction phase will create a disproportionate negative impact on disabled people with breathing conditions. Implementation of the council's Construction Site Noise and Dust Pollution policy which seeks to control levels of dust by its inclusion of enforceable requirements on the contractor to implement dust suppression measures will help mitigate against this issue.</p> <p>The impact is anticipated to be neutral but only on the full implementation of identified mitigations.</p> <p>Completed Development Phase</p> <p>All units and their approaches will be either wheelchair accessible / adaptable Building Regulations ADM (M4(3)) or accessible and adaptable (M4(2)) as a minimum, which will disproportionately benefit disabled people.</p> <p>Accessibility and inclusiveness of the design have been some of the core principles underpinning the design brief from the start. All buildings, approaches and scheme amenities will meet the requirements of required planning policy and design standards, including Building Regulations ADM and BS 8300.</p> <p>Amenities within the new school will include play space for children and young people, which will be designed to be inclusive and have specific inclusive play pieces. Scheme facilities provided will be inclusively designed, disproportionately benefitting disabled people.</p>	Positive
	Gender reassignment	Construction Phase	Neutral
		<p>The development is not anticipated to have any impact on people with this protected characteristic during this stage.</p> <p>Completed Development Phase</p>	

		Lighting within the scheme amenities will be to a secure by design standard, this will create a greater sense of safety, which will benefit trans and non-binary people, who may feel more vulnerable when outside in the dark due to the risk of hate crime.	Positive
	Marriage and Civil Partnership	<p>Construction Phase</p> <p>The construction stage is not anticipated to have any impact on people with this protected characteristic.</p> <p>Completed Development Phase</p> <p>The completed development is not anticipated to have any impact on person with this protected characteristic.</p>	<p>Neutral</p> <p>Positive</p>
	Pregnancy and maternity	<p>Construction Phase</p> <p>Temporary closure of some footpaths alongside the site due statutory undertakers' works often creates barriers that disproportionately negatively impact persons with this protected characteristic. Closure will only take place once alternative routes that are accessible, sufficiently wide and appropriately designed and installed with appropriate signposting are made available.</p> <p>Specific obligations on the contractor to carry out required Health and Safety measures in relation to temporary works will be included in the contract with the construction contractor. Works will be monitored, inspected and overseen by council's consultants.</p> <p>The production of dust during construction phase will create a disproportionate negative impact on persons with this protected characteristic with breathing conditions. Implementation of the council's Construction Site Noise and Dust Pollution policy which seeks to control level of dust by its inclusion of enforceable requirements on the contractor to implement dust suppression measures will help mitigate against this issue.</p> <p>The impact is anticipated to be neutral but only on the full implementation of identified mitigations.</p>	Neutral

	<p>Completed Development Phase</p> <p>There will be an inclusively designed estate amenities – both in the housing and school elements - that will disproportionately benefit new mothers, who are likely to be using pushchairs.</p>	Positive
Race, Religion or belief (including non-belief)	<p>Construction Phase</p> <p>The construction stage is not anticipated to have any impact on people with this protected characteristic.</p>	Neutral
	<p>Completed Development Phase</p> <p>Some BAME communities have a proportionately lower income, and this development may disproportionately benefit them by delivering affordable housing.</p> <p>Lighting within the scheme amenities will be to a SBD standard, creating a greater sense of safety, which will benefit BAME people and people from some religious communities, who may attend religious places very early in the morning or late in the evening and so may feel more vulnerable when outside in the dark.</p>	Positive
Sex	<p>Construction Stage</p> <p>Historically, construction sites were synonymous with inappropriate behaviour including female passers-by receiving un-wanted and inappropriate attention. Additionally, during the construction stage some site workers may operate at heights that may give rise to privacy issues. This is not helped by the fact that the construction industry is one of the most gender-segregated or male dominated industries.</p> <p>The council will set clear expectations on the contractor that are contractually enforceable including taking immediate steps to report and investigate any incident of an unacceptable conduct of its employees or sub-contractors and ensure the site is registered under, and operate in accordance with, the Considerate Contractor Scheme.</p>	Neutral
	<p>Completed Development Phase</p>	Positive

		<p>The development is not anticipated to have any negative impact on persons with this protected characteristic. It may have indirect positive impact through the provision of family sized homes to families in overcrowded accommodation to alleviate overcrowding and sibling of different sexes sharing rooms.</p> <p>There will be an inclusively designed scheme amenities offering that will disproportionately benefit women, who on average spend more time taking on caring responsibilities for their children and / or older relatives than men.</p> <p>The lighting within the scheme amenities will be to a SBD standard creating a greater sense of safety, which will benefit women, who may feel more vulnerable when outside in the dark.</p>	
	Sexual Orientation	Construction Stage	Neutral
		<p>The construction stage is not anticipated to have any impact on people with this protected characteristic</p>	
		Completed Development Phase	
		<p>The lighting within the scheme amenities will be to a SBD standard, creating a greater sense of safety, which will benefit LGBTQIA+ people, who may feel more vulnerable when outside in the dark due to the risk of hate crime.</p>	Positive
Human Rights or Children’s Rights If your decision has the potential to affect Human Rights or Children’s Rights, please contact your Equality Lead for advice			
Will it affect Human Rights, as defined by the Human Rights Act 1998? No			
Will it affect Children’s Rights, as defined by the UNCRC (1992)? No			
Section 03	Analysis of relevant data Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands.		

Documents and data reviewed	The requirement for proportionate of Bedroom numbers for social rent on this scheme is a Council Planning Policy.
New research	New research may be required to establish or update Local Letting Policy to understand any changes in the Bedroom numbers required for future schemes (for example).
Section 04	Consultation
Consultation	<p>A series of targeted public engagement activities have taken place to present the proposed plans to residents, stakeholders, including the school's community to gather their feedback to co-produce the design proposals.</p> <p>Residents and the school's community have been kept informed via online and in-person public exhibitions, newsletters, flyers/invitations letters, emails to those on the mailing list, door-knocking, meetings with stakeholders and digital promotion on our project website</p>
Analysis of consultation outcomes	<p>Residents and the school's community have been able to give feedback on the design proposals in person, online and at public exhibitions where updated designs were presented and feedback from previous stages was summarised.</p> <p>Resident feedback influenced; the height and massing of the proposed residential blocks, the internal layouts and screening on some balconies to resolve potential overlooking issues, and the landscaping design of the perimeter boundary to address security concerns.</p> <p>A Statement of Community Involvement will be prepared as part of the planning application which will demonstrate consultation and co-production from the start of the project.</p>
Section 05	Analysis of impact and outcomes
Analysis	<p>The sections above refer to mitigation procedures adopted where a negative impact could be identified. Mitigations identified in this assessment must be adopted to mitigate against identified risks. Additionally, regular review of impacts and mitigations adopted must take place that considers and analysis realisation of foreseen impacts, rise of any unforeseen impact as well as the success of mitigations adopted. The outcome of these reviews would be incorporated into this Equality Impact Assessment.</p> <p>Based on this initial assessment, the project may proceed subject to the recommendation below as no significant disproportionate negative impacts were identified.</p> <p>Recommendations: A clear mitigation action plan to be created specifying a detailed monitoring process to record successful implementation of mitigations identified in this assessment and track actions taken as well as any unexpected or new disproportionate impact identified and any new mitigation that may need to be implemented.</p>
Section 06	Reducing any adverse impacts and recommendations

Outcome of Analysis	As part of the Employer's Requirements, the construction contractor must maintain and enforce security over the construction site to prevent any unauthorised access to the site, any potential mitigation strategies post completion will be reviewed and agreed by Officers during the construction stage.						
Section 07	Action Plan						
Action Plan	Note: You will only need to use this section if you have identified actions as a result of your analysis						
	Issue identified	Action (s) to be taken	When	Lead officer and department	Expected outcome	Date added to business/service plan	
	Management plan for existing residents nearby.	Construction Plan	Upon commencement of construction works	Head of Development	Construction Management Plan and Residents Steering Group	June 2025	
Section 08	Agreement, publication and monitoring						
Senior Managers' sign-off	Name: Matt Rumble Position: Strategic Head of Regeneration& Development Email: matt.rumble@lbhf.gov.uk						
Key Decision Report (if relevant)	Date of report to Full Council: June 2025 Key equalities issues have been included: Yes						

Agenda Item 7.1

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 21/05/2025

Subject: Annual Report of the Policy and Oversight Board and Policy and Accountability Committees 2024/25

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

Report author: David Abbott, Head of Governance

Responsible Director: Sukvinder Kalsi, Executive Director of Finance and 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

1. That the Annual Report of the Annual Report of the Policy and Oversight Board and Policy and Accountability Committees 2024/25, be 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 2024/25

Annual Report of the Policy and Oversight Board and Policy and Accountability Committees 2024/25

Policy and Accountability Committees (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 2024/25, 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 2024/25.

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 Sharon Holder (Cabinet Member for Public Realm), Councillor Wesley Harcourt (Cabinet Member for Climate Change and Ecology), Councillor Florian Chevoppe-Verdier (Lead Member for European Co-operation and Digital Innovation), 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 2024/25 municipal year.

Residents Experience Briefing

In September the Board received a briefing on residents' experience. Members discussed the performance of contact centres and made recommendations around digitalisation, which would help residents interact with services quickly and efficiently online and enable officers to focus on more complex queries. The Board noted that the ambition of the Resident Experience Access Programme was for all services to be accessible 24/7 digitally.

Changes to Voting Entitlements and Updates to Elections Act 2022 Implementation

In the September meeting, the Board received an update on the implementation of Elections Act 2022, including a review of voting and candidacy entitlements for European Union citizens resident in the borough, and the results of changes to absent voting and voter ID rules at the recent elections. Members discussed what more could be done to make residents aware of the new voter ID rules, the work around reaching European Union voters about the changes to voting entitlements and the application process for postal votes.

Update on AI Adoption and Governance

In November the Board requested an update on the adoption of artificial intelligence (AI) at Hammersmith & Fulham. Members invited Sam Nutt (Researcher & Data

Ethicist at the London Office of Technology and Innovation) to speak about how other London councils were using AI and the public attitude towards AI.

Members discussed how AI could be used in different Council services, how to nurture public trust in the Council's use of AI and the procurement process for AI technology. The Board continues to monitor the expansion of the use of AI in the Council.

Update on Finance & Corporate Services Co-Production Activities

In the November meeting, the Board received an update on co-production in relation to Finance & Corporate Services, including the work of the Digital Accessibility Group, the Resident Experience and Access Programme and co-production in the Cost-of-Living Programme, People & Talent and procurement.

Members discussed engagement with local businesses and how best to involve residents in the procurement process. Members made recommendations around making it easier for residents to co-produce with the Council using digital tools, such as a one-stop shop on the Council's website, using AI and the H&F Community Compass online platform.

Greening the Grey Workshop

The Board considered feedback received from the Greening the Grey Workshop, which was held with residents in September 2024. Members made recommendations around organising more workshops to allow residents to engage with each other and giving more access to green and clean tech to residents. Members also suggested reprioritising the key workshop findings and highlighted the importance of good communication in working with residents and forging common consensus.

2025 Medium Term Financial Strategy

In February the Board welcomed the Cabinet Member for Finance and Reform and officers from the Finance and Corporate Services teams to discuss the budget for 2025/26.

Members discussed the Council's priorities for the budget – keeping residents safe, protecting statutory and additional services like free Home Care and free breakfasts for primary school children, the Law Enforcement Team (LET), and the council tax support scheme – while also preserving low council tax. Members spoke about the positive impact of the LET and focus on the safety of women and girls, funding for the Council's climate team, the Council's green bond finance initiative, investment in the Upstream London industrial strategy, funding for digital inclusion work, and how the Household Support Fund was being spent to help residents in need. Members raised concerns about the impact of National Insurance increases on the Council and its suppliers.

Following discussion at the Board, the budget was endorsed by Cabinet, then went to Full Council on the 26th of February for final approval.

Children and Education Policy and Accountability Committee

Members

Councillor Helen Rowbottom (Chair)
 Councillor Daryl Brown
 Councillor Mercy Umeh
 Councillor Trey Campbell-Simon
 Councillor Aliya Afzal-Khan
 Nandini Ganesh (Co-optee)
 Nadia Taylor (Co-optee)

The Committee was supported by Councillor Alex Sanderson (Deputy Leader with responsibility for Children and Education), Jacqui McShannon (Executive Director for People), 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 2024/25 municipal year.

Youth Voice

The Youth Council gave a presentation highlighting their work to ensure youth voices were being heard, covering priorities and identified actions in the areas of mental health, work readiness, life skills and staying safe. They also outlined the launchings of the co-produced Youth Hub and the healthy relationship podcast at the event on 5 December 2024. Members also noted that in close collaboration with the Economy, there was a co-produced youth focus section linked to H&F Works to ensure young people in the borough could access all local opportunities.

Outcomes for Children and Young people with SEND in H&F

The Committee noted the positive outcomes for children and young people with SEND in H&F, including the increase in new birth visits, positive feedback on Educational Psychology's support services, training focusing on speech and language, the consistent reduction in autism assessment waiting times and improvements in rates of absence, suspension and permanent exclusion. Members also discussed about the outcomes of mental health intervention and their measurement, the number of EHCP applications received last year and the focus of enhancing the quality of the plans, SEND placements, and autism's referral and diagnosis.

Family Hubs

The Committee discussed about ways in stepping up marketing and promotion of the Family Hubs and the expected outcomes a year after launching. In addition to better the attendance figures over time, it was hoped that the third sector organisations would deliver community services at the Hubs in the evenings.

Summer in the City 2024

It was another year of success. Young people had taken part in “Summer in The City 2024” activities linked to the Council’s commitments around climate emergency, young people’s mental health needs, Olympics and STEM.

2025/26 Revenue Budget and Medium-Term Financial Strategy (MTFS)

In receiving the report of 2025/26 Revenue Budget and MTFS, members noted the Government’s announcement about the national Children’s Social Care reforms, “Keeping children safe, helping families thrive” and the associated Prevention Grant in December 2024. It was expected that the reforms funding could bring about a different model under which a lead professional of high-level skills and nurtured standards would stay with a family. The Committee would be briefed when more details about the reforms and grant were known.

Members also discussed about Upstream, the local industrial strategy embarked by the Council to benefit all children growing up in H&F, the “Travel Care and Support” service which had become increasingly complex and costly and the Safety Valve arrangements which allowed early intervention hence might have slowed down the growth of EHCPs.

Climate Change and Ecology Policy and Accountability Committee

Members

Councillor Nichole Trehy (Chair)
Councillor Laura Janes
Councillor Ross Melton (*Member from 2022- Jan 2025*)
Councillor Stala Antoniadis
Councillor Jose Afonso

The Committee was supported throughout the year by Councillor Wesley Harcourt (Cabinet Member for Climate Change and Ecology), Councillor Rowan Ree (Cabinet Member for Finance and Reform), Bram Kainth (Executive Director - Place), Hinesh Mehta (Assistant Director Climate Change), and other officers from across the Council.

Chair's Introduction

This committee has continued to scrutinise essential areas that ensure everyone enjoys a greener and safer borough.

The Committee welcomed several reports including the Hammersmith and Fulham Green Investment Bond which is successfully into its third tranche. Circular Economy and Sustainable Procurement - inviting Western Riverside Waste Authority (WRWA) to give an overview of the communications and education programme carried out for waste prevention including the ReWork facility reuse project. ReLondon on the circular neighbourhood's scheme who also provided an overview of key aspects that could be delivered in Hammersmith & Fulham.

Presentations from officers on H&F actions on Flooding and Greening the Grey showed a huge increase in the amount of green infrastructure and SuDS features such as rain gardens and engineered tree pits on the public highway. As well as two schemes which involve working with local schools.

It is noted that Thames Water did not accept the invitation to follow up on the 'Actions' required from the committee of Feb 6 which found that, following the floods of July 2021, Thames Water needed to allocate further funding to accommodate the resilience programme and tackle the issues raised effectively. And for Thames Water to offer further clarity on their plans regrading communication with residents. And follow up on how Thames Water would be meeting regulatory requirements set by Ofwat on sewage dumping.

I would like to thank all residents and experts who have shared their knowledge and views, contributing greatly to this committee.

I'd also like to give thanks to all Council officers for prioritising this committee's work and delivering a balanced budget. Thanks also to committee members for their contributions.

The committee looks forward to hearing about the continued work to progress the Council's climate change mitigation and ecology work programmes in the next municipal year.

At the upcoming meeting in May we have invited an item on active travel be presented and for representatives from Ghent to attend and present to the Committee remotely.

- *Councillor Nicole Trehy, Chair of the Climate Change and Ecology Policy and Accountability Committee*

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 2024/25 municipal year.

Circular Economy and Sustainable Procurement

Sarah Jane Widdowson, Western Riverside Waste Authority (WRWA), joined to provide an overview of the communications and education programme carried out for waste prevention. It was noted that 95 class visits at Smugglers Way and 2 in school workshops had taken place. She provided a summary of the ReWork facility reuse project. Staff were employed as apprentices in electrical engineering and maintenance, helping them to gain the experience and skills necessary to embark on a new career. Amy Casey (ReLondon) attended and provided an overview on the circular neighbourhood's scheme and how this could be delivered in Hammersmith & Fulham.

The Committee discussed:

- How the Circular neighbourhood project would continue to support behaviour change in the future.
- The plans for collaborative working across various sectors within the circular economy and the building materials reuse initiative.
- Levers that could be introduced to measure how much was being recycled and levers to encourage fines.
- The excellent work carried out by WRWA, including the reuse of white goods. Including how the WRWA worked with the Chairty Rework and used a network of other charities to supply residents with these goods.
- The possibility of implementing measures to make recycling mandatory for large businesses rather than relying on voluntary participation.
- Plans for new recycling regulations to be introduced – The Simpler Recycling Regulations. These regulations would require all businesses to recycle more

and to collect food waste. It was anticipated that these changes would significantly increase recycling rates.

The Committee agreed actions around issues related to the use of the recycling bins in Ravenscourt Park and improving access to healthy and sustainable food within the borough.

H&F Green Investment Update

For this item, the Committee was joined by Councillor Rowan Ree (Cabinet Member for Finance and Reform) to discuss the new Hammersmith and Fulham Green investment scheme. On 6th November 2023 Cabinet approved the launch of this scheme: an innovative community investment scheme primarily aimed at engaging residents and businesses in H&F's climate change objectives. The Council was ambitious in its climate and ecological aims and was therefore targeting £5m of funding in total – the largest ever green investment scheme of its kind.

The Committee discussed participation in the scheme and that this was not limited to H&F residents; it was also open to individuals from outside the borough. The scheme welcomed involvement from businesses and community groups. Councillor Rowan Ree explained that for the next tranche, the Council intended to finalise which projects to invest in before opening it. He encouraged residents to share any ideas or suggestions with the Council, emphasising that now would be an ideal time to get involved.

2025/26 Revenue Budget and Medium-Term Financial Strategy (MTFS)

During the budget discussion, the Committee heard that the budget headlines for 2025/26 included investing £3.5m in community safety and crime prevention, relieving pressure on statutory services, investing in the Upstream Industrial Strategy, tackling climate change and investing in sports facilities. The Committee was also updated on the recent achievements and budget implications relevant to the department and future strategic budget issues. This included significant funding requirements for addressing the climate and ecological emergency.

The Committee enquired whether the council was confident it would achieve its net zero goal by 2030 and were assured that the net zero carbon target by 2023 remained in place. The Committee was informed that although this was a challenging goal, the Council had spent much of early 2019 developing strategies and was now focused on their implementation. The Committee discussed the work being carried out by the Council with regards to Climate Change and Ecology and noted that capital projects would play an increasingly significant role, alongside measures to protect the community as the conditions evolved.

Motion for the Ocean – Inland Council Sign Up

For this item on Motion for the Ocean – Inland Council Sign up, the Committee was joined by Grace Clifford (Ocean Conservation Trust) to provide details on the Ocean Conservation Trust, a charity dedicated to resorting and protecting the ocean through people centred, positive action. The Committee discussed:

- The local government model for the “Motion for the Ocean” proposal for the Council to sign and how various councils had successfully implemented the “Motion for the Ocean” model.

- The proactive measures the council could adopt to support the motion.
- The River Thames, which ran through the borough, was increasingly polluted, emphasising that its protection and restoration were key priorities for the Council.
- The impact of animal agriculture on the ocean and whether the 'Think Ocean Challenge' addressed dietary influence.

Members expressed that they were collectively in favour of presenting the motion to Full Council as soon as possible and requested key highlights on additional actions the Council could take to enhance the motions impact within the borough.

Active Travel

In May, members received an update on Active Travel in Hammersmith & Fulham. The Committee was provided with a summary of the many workstreams that were being delivered in the borough to improve active travel. The committee discussed:

- The development of a Net Zero Transport Strategy for the borough and the important role active travel plays in addressing the many transport challenges facing the H&F.
- That a separate Active Travel Strategy would be developed as a subsidiary document to the Transport Strategy.
- The context for active travel in the borough and how we compare to the rest of London and neighbouring boroughs. Including active travel initiatives and schemes H&F was currently delivering.
- The Committee welcomed representatives from OurBike, OMA bikes, Zip Car and YoGo to discuss ongoing smart travel initiatives within the borough. Members explored opportunities to expand these schemes to reduce car use and examined their key features. In addition, the committee held discussions on pedestrian safety, potential improvements, the council's vision and timeline, key milestones toward achieving its net zero target and plans to respond to the key issues mentioned.

The Committee agreed actions around temporarily improving the cycle lanes on Uxbridge Road and welcomed an update on the transport strategy on 4th November 2025.

Health and Adult Social Care Policy and Accountability Committee

Members

Councillor Natalia Perez (Chair)
Councillor Genevieve Nwaogbe
Councillor Ann Rosenberg
Councillor Lydia Paynter
Councillor Amanda Lloyd-Harris
Victoria Brignell (Co-optee)
Lucia Boddington (Co-optee)
Jim Grealy (Co-optee)

The Committee was supported throughout the year by Councillor Alex Sanderson (Deputy Leader, acting Cabinet Member for Adult Social Care and Health), Jacqui McShannon (Executive Director – People), Katherine Willmette (Director of Adult Social Care) and other officers from across the Council.

Chair's introduction

As the Chair of the Health and Adult Social Care Policy and Accountability Committee, I am pleased to introduce this brief report summarising the Committee's work over the 2024/25 municipal year.

Over the past year, the Committee has continued its important role in scrutinising the health and wellbeing of our residents, covering both children and adults, the provision and improvement of NHS services, and the delivery of mental health and adult social care in the borough. Our work has aimed to ensure that services are accessible, responsive, and meet the needs of all residents.

I would like to begin by expressing my sincere thanks to all members of the Committee for their commitment, insight, and constructive scrutiny throughout the year. Your efforts have ensured that we have remained focused on the issues that matter most to our residents.

My thanks also go to the council officers whose guidance and support have been invaluable in enabling the Committee to carry out its responsibilities effectively. Their expertise has helped us navigate the issues discussed and make informed recommendations.

We are also grateful to the many stakeholders who have engaged with us this year – whether reporting back on local health initiatives, providing evidence, or participating in our discussions.

Looking ahead, the Committee remains committed to ensuring the high standards in health and adult social care provision in Hammersmith & Fulham. We will continue to work collaboratively with partners and the community to drive improvement, support innovation, and champion equity in health outcomes across the borough.

- *Councillor Natalia Perez, Chair of Health and Adult Social Care Policy and Accountability Committee*

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 2024/25 municipal year.

Hammersmith & Fulham Health and Care Partnership Update

In November, members received an update on the Hammersmith & Fulham Health and Care Partnership that worked with and for local residents to improve health, care and wellbeing outcomes. Members noted the ongoing refresh of the Partnership and discussed what improvements could be made, how to ensure residents' voices were heard and plans to respond to the key issues mentioned.

Disabled People's Experiences of The NHS - A Report by Action on Disability

The Committee also invited Victoria Brignell and Ashley Pearce from Action on Disability to discuss disabled people's experiences of the NHS. Key issues were identified and the Committee agreed that a workshop would be held with disabled residents to explore new ways of working together and a more focused approach to finding solutions.

H&F Immunisation and Vaccination Briefing

Members received briefing on some of the interventions in place to improve vaccination coverage in the borough. The Committee discussed vaccine uptake in asylum hotels, among school aged children and in care homes as well as the outreach training delivered by officers.

Old People's Care Homes in Hammersmith and Fulham

In the same meeting, members noted an update on care homes for older people in the borough. The Committee discussed:

- Which nursing homes were given to residents and why
- The supply and demand of care home places
- The work of the Council's Quality Assurance team
- How the Council supported residents who moved out of the borough

Health and Wellbeing Strategy 2024-2029

For the last item, the Committee noted the Health and Wellbeing Strategy 2024-2029. Members were interested in the factors which determined a person's health outcomes and the new affordable homes in the borough.

2025 Medium Term Financial Strategy (including the corporate budget and the Adult Social Care and Public Health budgets)

During the meeting on the budget in January, members discussed the achievements in Adult Social Care and the challenges facing the service, including the demand pressure on placements and the impact of rising wages on the delivery of independent living. The Committee noted that Health Partnerships were working with the rich community sector in the borough to address needs locally.

Under the Public Health update, members discussed the achievements of the Reach Out (suicide prevention) campaign and the integrated Drug and Alcohol services meeting their treatment targets and providing comprehensive services to address the complex needs of patients.

Housing and Homelessness Policy and Accountability Committee

Members

Councillor Jacolyn Daly (Chair)
 Councillor Asif Siddique
 Councillor Sally Taylor
 Councillor Omid Miri
 Councillor Adronie Alford

The Committee was supported throughout the year by Councillor Frances Umeh (Cabinet Member for Housing and Homelessness), Cllr Rowan Ree (Cabinet Member for Finance and Reform), 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 2024/25 municipal year.

Homelessness Prevention

Homelessness continues to increase across London and the associated costs for the borough are escalating. Members asked officers to report on both prevention and temporary housing for residents. The Committee noted the Homelessness Prevention team is challenged with reversing the current proportion of households approaching the Service at the Prevention stage (30%) and Relief stage (70%). To achieve this, the team will strive to ensure that residents served an eviction notice are aware of council services and encouraged to approach the council as early as possible, and before they are made homeless by the courts.

Members noted a multi-agency approach could help avoid misplacing people living with homelessness out of the borough, but the allocation/transfer of temporary accommodation within the borough was subject to availability at the time of need.

Rough Sleeping

The Committee was briefed by council officers alongside third-sector partners on the support and services they provided in H&F, including Housing First support (Thames Reach), weekly outreach (Thames Reach and Turning Point), training on substance use and treatment pathways (Turning Point), day centre support to people with mental health conditions (Baron Courts Project), accommodation pathways for homelessness with health needs (St Mungo's), joint commissioning through central government's Rough Sleeping Initiative Grant (West London Homelessness and Rough Sleeping), employability and wellbeing services (The Upper Room), emergency accommodation and casework service (Glass Door), and personalised budget and financial planning support (Greater Change).

Members discussed the borough's rough sleeping statistics as well as the situation on any 'typical' night. The committee also scrutinised the borough's capacity during Severe Weather Emergency Protocol alerts, the impact of government policy changes leading to asylum seekers leaving temporary Home Office accommodation, and health conditions of rough sleepers. It was also noted that H&F had the highest increase of homelessness in 2023/2024 across London because the borough was a major transport hub which brought passer-by for a short-term stay.

Hidden Homelessness

In addition to receiving the report, the Committee was briefed on five lived experiences of hidden homelessness shared by the Director of Barons Court Project.

Members and officers discussed the lack of good quality, affordable accommodation for low-income single people, and the need to ensure housing safety compliance, maintaining/stretching non-statutory services under a tight budget, safe space for people of hidden homelessness, assistance to sofa surfing young college graduates, and reporting of hidden homelessness cases. The Committee agreed to revisit hidden homelessness within this financial year.

Private Rented Sector (PRS) Policy

In receiving the draft PRS Policy, members noted that the Council used environmental health power and public health power to intervene with the private landlords who would become more effective in their role through the future national landlord register. They also noted that in addition to HMO licensing, the Council had also run licensing scheme for private rental properties on 24 selective streets. It was agreed to enhance renters' awareness about their rights by briefing the ward councillors on the PRS policy and stepping up publicity through social media.

Voids

The Committee noted that by early summer 2025, the voids' target business-as-usual position would be maintained at 60 properties while the rental loss at any given time would be less than 40 days. The target dates for recovery completion for major voids and capital works was 90+ days and for the remaining cases within 60 days. These targets had helped streamline the recovery process recognised by the audits and return empty homes recovered to meet the Decent Home Standards into the stock under the HRA. Private voids and those from housing associations, once possessed by the Council, were also recovered to supplement temporary accommodation.

2025/26 Revenue Budget and Medium-Term Financial Strategy

On Housing Solutions under the 2025/26 Revenue Budget and MTFs, members noted the rising number of homelessness approaches since 2019/20 and the Council's commitment of £1.2m dedicated spending for Homelessness and a further £3.5m from the Homelessness Prevention Grant. It was also noted that the Homelessness team needed to ensure more effective communication with the homeless people and manage their expectations.

HRA Budget 2025/26

Regarding the HRA Budget 2025/26, members discussed the details of the efficiency savings of £5.3m, reduction of void rent loss to 1.6%, reduction in repair spending,

and the level of compensation of disrepairs and ambulance chasing. Members also noted the Housing Services' reply to a resident's question about leasehold and commonhold.

Housing Safety Compliance

The Committee received the report which set out the Council's performance in key health and safety areas and provided an overview of H&F response to date to the Grenfell Inquiry Phase 2 report. The Station Commander of Hammersmith Fire Station and the Chair, Fire, Building Safety and Repairs Working Group also joined the meeting and addressed members.

Members and officers/guests exchanged views on communication and engagement with residents, safeguards in place done to construction and refurbishment materials to minimise fire risks, proper locations for e-bikes and enforcement, policy adopted in respect of Lithium Ion batteries and alike, strengthening civic/lease contract to protect residents, and public awareness after the Grenfell incident.

Social Inclusion and Community Safety Policy and Accountability Committee

Members

Councillor Nikos Souslous (Chair)
 Councillor Omid Miri
 Councillor Lucy Richardson
 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 (Executive Director of Place), Neil Thurlow (Director of Public Protection), and other officers from across the Council.

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 2023/24 municipal year.

CCTV service update and the Annual Report on the Council's use of Investigatory Powers

The Committee was updated on the work and progress of the borough's £5.4m capital investment programme for CCTV upgrade and scrutinised the Council's conduct in relation to directed surveillance, covert human intelligence sources in accordance with the Regulation of Investigatory Powers Act and Council policy. The following issues were discussed:

- The upgrade would bring less faulty cameras and uninterruptible power supply for up to 4 hours.
- The ownership and storage of the CCTV data.
- Communication with the Police in utilising the footages to tackle crimes.
- Staffing at the CCTV control room and emotional support to operating officers.
- Benefits of the CCTV partnership with the WCC and RBKC.
- Installation of new cameras and their deterrence or displacement effect.
- Direct access to the control room by 45 businesses within Hammersmith BID.
- The Investigatory Powers Commissioner's Office was pleased with the regime that H&F had put in place.

Annual Performance Report for the Law Enforcement Team (LET)

Members received a LET update for the period between December 2023 and May 2024 and exchanged views on the following:

- LET officers' assistance to rough sleepers while serving warning notices to/ taking enforcement actions against those who were council residents but engaged in begging, using drugs or ASB.
- Capacity of LET in enforcing altogether seven Public Space Protection Orders and ways of assessing their effectiveness.
- Joint operations with the local Police team and the two sides' discussion about strategic issues of drug supply, demand/dependence and exploitation.
- The Council's emergency out-of-hour phone number and LET's 24/7 email service.
- Updated emails about the LET's expanded duties and functions to all Councillors.

Update report on policing in Hammersmith and Fulham

Chief Superintendent Christina Jessah and Superintendent Craig Knight gave an update on policing in H&F. The Committee noted/discussed the following:

- The projected £450m budget gap might have an impact on frontline service delivery.
- There was a 6% reduction (FYTD) in overall crime in H&F and actions had been taken to tackle theft of mobile phones and anti-social behaviour (ASB).
- Joined-up working and strategy against drug-related activities and related crimes, and the impressive work of the Public Health in rehabilitation.
- The recordings, impact and training concerning non-crime hate incidents.
- The increase of 'Stop and Search' by 40% in H&F bringing positive outcomes of 31.2% versus a 17% decrease across London with an outcome around 30%. Measures including training and the 'Stop and Search' Charter on the pipeline taken to address concerns about the approach in carrying out the tactic, in particular among vulnerable adults such as autistic residents with learning difficulty or social communication disorder.
- Implementation of the borough-wide Street Harassment Public Spaces Protection Order (PSPO) and 16-Day of Actions to end VAWG, along with increased reporting of sexual offences.
- Recommendations in Casey Review and New Met for London (NMFL) Plan, including staff training, restoring visible neighbourhood policing, and outcomes of the quarterly NMFL meetings.
- Partnership between LET and MET, and to provide more information on the proposed crime summit.
- Use of live facial recognition technology and to provide information on the frequency of false positives, if any.
- Recruitment and retention and to provide information on the numbers of PCs and PCSOs in H&F.

Six-month performance report for the Law Enforcement Team

The Committee was briefed on the LET's report for the period between June and December 2024 and noted/discussed the following:

- Engagement with rough sleepers and support in collaboration with the Homelessness Team.
- Increasing levels of drugs being removed and knives being found.
- Staff recruitment, DBS checks and training.

- To review residents' engagements further to community safety updates on e-news and TRA meetings.
- To provide updates in respect of the borough-wide Street Harassment PSPO.

2025/26 Revenue Budget and Medium-Term Financial Strategy

In receiving the budget proposals for the services covered by this Committee, members noted/discussed the following:

- Additional external income for CCTV services and exploration to generate further revenue from the network.
- Efficiency savings and assessment of service effectiveness.
- Use of extra investment in VAWG.
- Repurposing external funding for LET and Gangs Unit for general use.
- Savings from running the Local Support Payments services in-house.
- To provide details about the baseline survey conducted among residents in respect of the digital inclusion strategy.

Violence Against Women and Girls spotlight

The Committee received detailed briefings from officers as well as representatives from Standing Together Against Domestic Abuse and Advance Charity. The key partners spoke through their services and the journeys of the victim/survivors they supported.

Members and officers/partners exchanged views on the following:

- In terms of changes over the last 30 years, women today were better at recognising domestic violence which had an increased understanding throughout the society. There were also more challenges such as accessibility of pornography and young men's view of masculinity.
- On the anticipated changes in the next few decades, there might be more funded service opportunities for survivors and perpetrators.
- Support for survivors and their children in receiving mental health services at the refuges and after leaving there.
- Arrangements for the survivors and perpetrators while waiting for court hearings noting the lengthy waiting time.
- Therapeutic support to be delivered by charity's in-house therapists.
- Perpetrators' programmes for repeated offenders and schoolboys.
- Challenges of Met Police changing the information sharing access.

Gangs, Violence & Exploitation Unit spotlight

The Committee was briefed on the report and received the experience sharing of representatives from Minaret Community Centre and Young Person' Action Group. Members were concerned about the future plan of GVEU and their collaborations with the neighbouring boroughs.

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 Councillor Sharon Holder (Cabinet Member for Public Realm), Councillor Andrew Jones (Cabinet Member for the Economy) and Councillor Zarar Qayyum (Cabinet Member for Enterprise and Skills).

Chair's introduction

I would like to thank everyone who has contributed to the work of the Economy Arts, Sports and Public Realm Arts PAC during 2024-25. As you will see from the summaries below, the PAC has covered a broad range of issues, reflecting its wide remit, including considering: H&F's cultural strategy; maintenance of the public realm; and the Council's sports and physical activity strategy. I'd note two other items in particular:

- Upstream London – H&F Council's strategy for inclusive economic growth: We heard from the Leader of the Council, Cllr Cowan, about Upstream London, the second phase of the Council's industrial strategy in partnership with Imperial College London and STEM³ businesses. The first phase of this strategy for inclusive economic growth successfully attracted £6bn of business investment and created over 13,000 jobs. The committee was also pleased to hear that the next phase of the strategy will also involve substantial benefits for local young people through work placements, mentoring and other career opportunities as part of the Upstream Pathway bond.
 - Coproduction in action: The committee was also pleased to hear about the work of the Inclusive Environment Disabled Residents Team. This provided an excellent demonstration of coproduction with disabled residents in action across a range of public realm policy issues – something that the committee has taken a keen interest in promoting over the past few years.
- *Councillor Rory Vaughan, Chair of the Economy, Arts, Sports and Public Realm Policy Accountability Committee*

The Committee is responsible for monitoring the policy, administration and spending on the local economy and support for local businesses, local employment, regeneration, parks and open spaces, public sports facilities, arts and cultural

services, libraries and adult education, and street scene. Below are the key issues that the Committee looked at in the 2024/25 municipal year.

An Update On ‘Upstream London’: The Vision for The Next Phase of The Council’s Industrial Strategy

The Leader of the Council provided a comprehensive update on the second phase of the Strategy.

The Industrial Strategy: *Upstream London* was launched in late November 2024 with the aim of making the borough a global hub of innovation and inclusive growth. To date, the Industrial Strategy has helped to generate £6billion of high-growth business investment and created over 13,000 jobs.

The Committee welcomed the news that there were plans to set up further innovation districts in Korea and Singapore. The Committee discussed the composition and roles of the Upstream London Delivery Board and the Upstream London Political Oversight Group, and noted that the Leader Chaired the Delivery Board, which was a formal body that steered decisions and ensured that land development connected with skills and entrepreneurial support.

The Committee discussed the delivery of Scale Space and how this worked in practice, as well as sharing innovations more widely within the borough. The Committee agreed it was important that Upstream was not purely focused on White City and there were also a number of places around the borough such as Fulham and Riverside which had focused particularly on health and well-being. Further topics included how the industrial and cultural strategy interacted with each other and helped to increase visitor numbers to the borough. The Committee thanked Councillors Stephen Cowan and Andrew Jones and the officers supporting Upstream and the Industrial Strategy work.

Cultural Strategy Update

The Committee was pleased with the progress that had been on the implementation of the Cultural Strategy which was adopted by Cabinet in October 2023. During discussions, Members highlighted the need for employment opportunities and the links these had to the Industrial Strategy.

In relation to the Cultural Forum, the Committee agreed it was important the Council listened to less prominent groups and also took on board their views (especially young people). With regards to the implementation of the Strategy, Members noted this was based on a 10-year framework, with some actions being delivered in the medium term.

The Committee noted the successful summer and winter events which had taken place on King Street, and discussed how these activities, as well as using green spaces and the river creatively, could contribute to the visitor economy. The Committee also discussed Heritage Partnerships and the Black History Museum and the unique selling points of Hammersmith and Fulham (in terms of attracting visitors). Further topics included co-production, Public Health and how the health economy

might be involved in culture in future. The Committee also commended the idea of an annual Hammersmith and Fulham award.

Public Realm Works Procurement

This outlined the strategic approach being developed for a Public Realm Maintenance & Project Works Contract for all Council Public Realm works from April 2026. Details were provided on:

- The scope of the Public Realm Contract – noting that it covered Highways, Parks & Consultancy Services.
- The objectives of the new contract.
- An overview of the Lot Structure.
- Details of the developmental timescales for the new contract.

Given resident feedback on drainage schemes, the Committee felt this area needed to be looked at differently within the new contract. Addressing street lighting, it was highlighted how this could have a positive impact on the night-time economy and also improve public safety. Members also asked about the co-ordination of street works to ensure that residents were kept informed, and steps were taken to minimise disruption to highways.

The Committee also explored further issues including key performance indicators within the contracts and the possible amalgamation of contracts/potential cost savings, the scope for officers to negotiate future contracts, as well as the selection and award criteria of future contracts. The Committee welcomed the update and asked for this to be revisited in due course.

Review Of Parks Satisfaction Survey 2024

The following key points were noted:

- Overall Satisfaction: 86.3% (up from 69% in 2023)
- Maintenance Satisfaction: 83% (up from 61% in 2023)
- Safety: 65.7% (down from 73% in 2023)
- Cleanliness: 80% (up from 67% in 2023)
- Quality: 81% satisfaction

The Committee discussed the variety of green and open spaces within the borough and agreed it was important the Council maintained and continued to improve the facilities in parks.

Numerous topics were discussed including toilet facilities, the importance and value of litter-picking and the need for good and appropriate lighting (in parks). Further points included the need to ensure parks were as accessible as possible (as many residents did not have an outdoor space or garden of their own) and anti-social behaviour. While the work of the Law Enforcement Team (LET) was commended, there was agreement that the Council could do more in relation to public safety.

The Committee also examined the timing of the Parks Consultation, the demographics of the respondents, the usage of parks and use by schools. The Committee was pleased that signage was being updated, and further work was

being done on the Council's website to improve information on parks and green spaces for residents

New Local Plan for Hammersmith & Fulham

The Committee agreed the Local Plan was a complex overarching framework which integrated the Council's other plans and policies. Therefore, it was important that residents understood how their feedback would be used in consultation phases as the New Plan developed.

The Committee discussed housing targets and agreed that public consultation was very important, as the scope and potential impact of the Local Plan was overwhelming. Members asked officers to think about the importance of communities and the impact on these, rather than simply aspiring to hitting housing and density targets. Officers confirmed the complexity of the development and implementation of the Local Plan which was why Spatial Planning had been moved from the Economy Directorate to Place. This meant that everyone who was responsible for communities had been drawn together under the Place umbrella.

Members were interested how other strategies fed into the Local Plan. And how diverse factors such as: land availability, health implications and infrastructure, the timetable and consultation period, as well as National Planning Policy and the London Plan would all feed into the process over the next couple of years.

2025/26 Revenue Budget and Medium-Term Financial Strategy (MTFS)

The following 2025/26 budget headlines were discussed: Investing £3.5m in community safety and crime prevention, relieving pressure on statutory services, investing in the Upstream Industrial Strategy, tackling climate change and investing in sports facilities.

The Committee was also provided with updates on recent achievements, the budget implications for the Place Directorate, as well as future strategic budget issues. In relation to future strategic budget risks, these included Hammersmith Bridge works, waste collection and meeting service costs, national inflationary pressures and challenges to secure funding for the Corporate Business Plan objectives.

The Committee thanked officers for the improvements made to waste disposal, and general waste to recycling. The Committee welcomed the improvements to sports facilities across the borough, and noted the Linford Christie Stadium running track would also be upgraded later in the year which would boost user numbers and increase revenue.

The Committee welcomed that the LET had been moved into the base budget to secure its future funding as it was highly regarded and much needed. The Committee discussed the ramifications of the Council Tax Support Scheme, and it was highlighted that Hammersmith and Fulham was one of only three London Boroughs that offered 100% discount to the most vulnerable.

In addition, The Committee welcomed the work on enforcement around advertising boards and time banded commercial waste collections. Not only the revenue this

generated, but also in terms of ensuring clear footways, which were of particular concern to disabled residents as set out in the equalities impact assessment.

Inclusive Environment Disabled Residents Team Update

This update included an overview of the Team, the work undertaken to date and planned in the future, as well as key achievements and challenges.

The Committee congratulated the Group on its work to date and confirmed it would help to raise awareness of what the Group was doing as well as its need for new members. In relation to the issues posed by e-bikes, the Committee welcomed the Council rolling out additional parking stations off the footway and Lime (one of the largest providers of E-bikes) had recently announced a £20 million package for London to address the issue.

The Committee discussed the improvements to the step and railings at the crossing on Wood Lane, as well as how the disabled shopper's bays just off King Street were working.

The Chair thanked officers for the co-production report and was pleased that there was a significant amount of working being done across a range of issues throughout the Council.

The Committee also considered:

- Update On Waste and Recycling Service Developments
- Café Culture, Play Streets and Street Parties Initiative
- The Sport and Physical Activity Strategy for Hammersmith & Fulham

Agenda Item 7.2

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 21/05/2025

Subject: Special Urgency Decisions – Monitoring Report

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

Report author: David Abbott, Head of Governance

Responsible Director: Grant Deg, 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 May 2024 to 13 May 2025.

RECOMMENDATIONS

1. That Full Council note there were no decisions taken by the Leader under the urgency provisions during the period 1 May 2024 to 13 May 2025.

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 – Corporate Services, 24/05/2025
Verified by Andre Mark, Head of Finance –Strategic Planning and Investment, 25/04/2025

Legal Implications

The legal implications are contained within the body of the report.

Glen Egan, Assistant Director of Legal, 24/05/2025

Background Papers Used in Preparing This Report

None.

DETAILED ANALYSIS

Proposals and Analysis of Options

1. No general exception decisions were taken by the Leader under the urgency provisions and no special urgency decisions were taken.

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.

Special Urgency Decisions

3. 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.
4. 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.

Reasons for Decision

- 5. 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

None.

Report to: Full Council

Date: 21/05/2025

Subject: Petitions Monitoring Report 2024/25

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

Report author: Amrita White, Committee Coordinator

Responsible Director: Sukvinder Kalsi, Executive Director of Finance and Corporate Services

SUMMARY

This report outlines the operation of the Council's Petitions Scheme during the 2024/25 Municipal Year.

RECOMMENDATIONS

1. That the operation of the Council's Petitions Scheme be noted.
-

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Doing things with local residents, not to them	The Council's petitions scheme offers an important route for residents to take part in the democratic process.

Background Papers Used in Preparing This Report

None.

DETAILED ANALYSIS

Proposals and Analysis of Options

1. The Council's Petitions Scheme was approved by the Council under the provisions of Section 11(1) of the Local Democracy, Economic Development and Construction Act 2009. It incorporates procedures to comply with the requirement under the act for the Council to set up an e-petitions scheme.

2. The Council welcomes paper petitions, petitions submitted via e-mail, or e-petitions submitted through the e-petitions portal on the Council's website. All petitions and petition responses are recorded on the Council's e-petition portal: <http://democracy.lbhf.gov.uk/mgEPetitionListDisplay.aspx?bcr=1>
3. The table below shows how petitions are responded to based on the number of signatures they attract.

Minimum number of signatories	Type of petition	Decision maker
5,000	Council debate	Full Council
250	Cabinet debate	The Cabinet
100	Petitions to Cabinet Members	The relevant Cabinet Member

4. If a petition receives under 100 signatures a response will be provided by officers, in consultation with the relevant Cabinet Member. The petitions scheme is available in full on the Council's website: <https://www.lbhf.gov.uk/councillors-and-democracy/councillors-committees-and-decisions/take-part-democratic-process>
5. Appendix 1 contains a summary of all petitions received during the 2024/25 municipal year, including the subject of the petitions, where the petition was submitted, the number of signatures they received, and a link to the Council's response.
6. Overall, the petitions scheme has continued to operate well in 2024/25, offering an important route for residents to express their views to the Council and take part in the democratic process.

LIST OF APPENDICES

Appendix 1 – Summary of Petitions received in 2024/25

Appendix 1 – Summary of petitions received in 2024/25

No	Subject	Received	Signatures	Response
1	Frithville Gardens Parking Restrictions	01/05/2024	1	Response: democracy.lbhf.gov.uk/mgEPetitionDisplay.aspx?ID=157
2	Queensmill School	07/05/2024	9	Response: democracy.lbhf.gov.uk/mgEPetitionDisplay.aspx?ID=158
3	Crime and Burglaries in Fulham Palace Road	20/08/2024	65	Response: democracy.lbhf.gov.uk/mgEPetitionDisplay.aspx?ID=161
4	Hurlingham Park Astro Pitch upgrade and enlargement	18/06/2024	145	Response: democracy.lbhf.gov.uk/mgEPetitionDisplay.aspx?ID=159
5	Stop the new proposed 7 day parking restrictions in Zone D	15/08/2024	2	Response: democracy.lbhf.gov.uk/mgEPetitionDisplay.aspx?ID=160
6	To make Minford Gardens one-way throughout	09/12/2024	55	Response: democracy.lbhf.gov.uk/mgEPetitionDisplay.aspx?ID=165
7	Support Seth El-Shaddai maintaining the Hammersmith landing slipway	19/10/2024	1	Response: democracy.lbhf.gov.uk/mgEPetitionDisplay.aspx?ID=162
8	Objection to Peterborough Road traffic management	03/01/2025	23	Response: democracy.lbhf.gov.uk/mgEPetitionDisplay.aspx?ID=167
9	Public lighting around Brook Green playground	16/12/2024	40	Response: democracy.lbhf.gov.uk/mgEPetitionDisplay.aspx?ID=166
10	Petition for the Installation of Two Zebra Crossings at Parsons Green Triangle	12/02/2025	103	Petition closed on 01/05/2025. Response pending.
11	Parking Permit Charges	09/02/2025	467	Petition closed on 10/05/2025. Response pending.

12	Address increase in vehicle theft and break-ins on our streets	25/03/2025	27*	Petition closes on 23/06/2025
13	Fix Uxbridge Road: No More Neglect, No More Crime	22/04/2025	1644*	Petition closes on 22/06/2025

**Signatures are not verified until the petition has closed.*