

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Full Council

Date: 10/07/2024

Subject: Review of the Constitution (Amended)

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

Report author: David Abbott, Head of Governance

Responsible Director: Grant Deg, Director for Legal Services

SUMMARY

The report asks the Council to note changes that need to be made following the election of Councillor Ben Coleman as a member parliament in the recent United Kingdom Parliamentary Elections.

This report also asks Council to note changes to senior officer job titles and roles.

RECOMMENDATIONS

That Full Council notes:

1. The amended composition and new appointments made by the Leader to the Executive:
 - Deputy Leader (with responsibility for Children and Education) – Councillor Alex Sanderson
 - Cabinet Member for Adult Social Care and Health – Councillor Bora Kwon
 - Cabinet Member for Enterprise and Skills – Councillor Zarar Qayyum
2. The creation of the Cabinet Member for Enterprise and Skills post and deletion of the Cabinet Member for Civic Renewal post.
3. The creation of a new Lead Member role (H&F Industrial Strategy Ambassador) – Councillor Helen Rowbottom.
4. The amended Executive Members responsibilities and portfolios at appendix 1.
5. The appointment of Councillor Bora Kwon to the Health and Wellbeing Board (Committee membership change).
6. The Local Government Organisations and Outside Bodies appointments outlined in paragraph 8 below made by the Leader.
7. The changes to senior officer job titles detailed in paragraph 14 of the report.

8. The Monitoring Officer will make the changes to the Constitution to reflect the recommendations of the report.

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Ruthlessly Financially Efficient	It is efficient for the running of the organisation to regularly review the constitution to ensure it is fit for purpose and an efficient way to run the council and to ensure a high standard of governance.

Financial Impact

The recommendations in this report have no direct financial implications. Total Member Allowances remain unchanged.

Alex Pygram, Head of Finance, Corporate Services - signed on 10 July 2024

Legal Implications

The Local Government Act 2000 requires the Council to have and maintain a constitution. The Council is required to adopt one of the forms of governance allowed under this legislation. The Council has a leader and cabinet model under which the Leader decides on the roles of Cabinet Members and makes the required appointments. The report asks the Council to note these changes.

The recommendations in this report concerning officer job titles reflect changes to the roles and job titles of senior officers which need to be set out in the Constitution. These follow the recent corporate redesign.

John Sharland, Assistant Director of Legal Services - 9 July 2024

Background Papers Used in Preparing This Report

The Council's Constitution: www.lbhf.gov.uk/constitution

DETAILED ANALYSIS

Reason for decision

1. 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.
2. 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.

Composition of the Executive (Cabinet)

3. Following the election of Councillor Ben Coleman to Parliament, the Leader asks Council to note the new composition and appointments to the Executive (commonly referred to as Cabinet) as follows: -
 - Deputy Leader (with responsibility for Children and Education) - Councillor Alex Sanderson
 - Cabinet Member for Health and Adult Care – Councilor Bora Kwon
 - Cabinet Member for Enterprise and Skills – Councillor Zarar Qayyum
4. The Cabinet Member for Civic Renewal role has been deleted and the responsibilities reallocated.
5. 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. The amended Executive Members responsibilities and portfolios are at appendix 1.

Creation of a Lead Member Role - H&F Industrial Strategy Ambassador

6. The Administration has proposed a new Lead Member role (H&F Industrial Strategy Ambassador). Reporting to the Cabinet Member for the Economy and Leader, the H&F Industrial Strategy Ambassador will:
 - Act with the Leader and Cabinet Member to implement the science, technology, engineering, maths, medicines, and media (STEMMM) inclusive industrial strategy across the Borough.
 - Strengthen the council's role as an 'entrepreneurial municipal government' and work with partners in the 'triple helix' model that is at the heart of H&F's strategy.
 - Act across council departments to ensure local residents and businesses have pathways that share the benefits of the huge economic growth being generated in future industries in H&F.
 - Ensure that the vast investment and technological advances now being developed in H&F in a diverse range of technologies such as A.I., Green Tech

and life sciences directly benefit the borough and help to modernise the council.

Committee Membership Change

- Councillor Bora Kwon has been appointed to the Health and Wellbeing Board to replace Councillor Ben Coleman.

Outside Bodies Appointments

- The following nominations to Local Government Organisations and Outside Bodies have been made to replace Councillor Ben Coleman.

Organisation	Nominations	Term
London Councils Leader's Committee	Deputy: Councillor Alex Sanderson	1 year to 22/05/25
Local Government Association (LGA) General Assembly	Representatives: Councillor Alex Sanderson	1 year to 22/05/25

Outside Body	Appointee	Expiry Date	Length	Description
West London Economic Prosperity Board	Substitute: Councillor Alex Sanderson	22/05/25	1 year	Board of West London Alliance councils focussed on economic development strategy.

Corporate Redesign and Changes to Senior Officer Job Titles and Roles

- Following a corporate redesign, the Council has moved from 6 to 3 directorates – People, Place and Finance & Corporate Services.
- Below are the changes to senior officer job titles and roles which have taken place since the previous Full Council meeting.
- The following post have been created to lead the new directorates:
 - Executive Director of People
 - Executive Director of Finance and Corporate Services
 - Executive Director of Place
- The full breakdown of responsibilities is attached as appendix 2.
- The following posts have been deleted:
 - Strategic Director of Independent Living (DASS)
 - Strategic Director of Economy
 - Strategic Director of Environment
 - Strategic Director of Children's Services
 - Strategic Director of Finance
 - Strategic Director, Chief Operating Officer, Corporate Services

14. The new management team consists of:

H&F Management Structure	
Sharon Lea	Chief Executive and Head of Paid Service
Bram Kainth	Executive Director of Place
Jacqui McShannon	Executive Director of People
Sukvinder Kalsi	Executive Director of Finance and Corporate Services
Grant Deg	Director for Legal Services and Monitoring Officer

15. The changes above will be updated in the constitution following this meeting.

LIST OF APPENDICES

Appendix 1 – Executive Members responsibilities and portfolios

Appendix 2 – Responsibilities of the Chief Executive and Chief Officers