

EXECUTIVE MEMBERS: RESPONSIBILITIES AND PORTFOLIOS

LEADER OF THE COUNCIL

The Leader of the Council is also the Cabinet Member responsible for Regeneration and Asset Management

Introduction

The Leader of Hammersmith and Fulham Council is elected by the full Council to provide clear and visible leadership and political accountability for the services and activities covered by his/her portfolio. He/she is responsible for all executive functions of the Council and shall determine by means of schemes of delegation or otherwise how these functions are to be discharged.

The Leader has authority to discharge any executive function him/herself, or to decide to delegate any executive function to the Executive, or to any other Executive member in accordance with the Responsibilities and Portfolios of the Executive maintained in Part 3 of the Constitution, or to Officers, or to any other authority or any joint arrangements.

Scope of Portfolio

This portfolio covers the following areas:

1. Leader's Functions

- 1.1 Appointing to and removing from office up to nine Cabinet Members, one of whom shall be appointed his/her Deputy, and Cabinet Assistants.
- 1.2 Ensuring collective deliberation with Cabinet Members.
- 1.3 Representing and acting as ambassador for the Authority and providing community leadership.
- 1.4 Strategic policy initiatives.
- 1.5 Responsibility for the Strategic Partner for Information Technology.
- 1.6 The Authority's capital and revenue budgets, including the medium term financial strategy, annual proposals on the Council Tax base, Council Tax levels and budget allocations between departments.
- 1.7 Determining applications and the approval of grants and loans to firms community and voluntary organisations, charities and trusts for the purposes of economic development and employment within the borough that fall within this portfolio.

- 1.8 Responsibility for the monitoring of revenue and capital budgets.
- 1.9 Responsibility for Pension Fund management.
- 1.10 Responsibility for Treasury Management.
- 1.11 Responsibility for Organisational Development.
- 1.12 Probity and financial monitoring.
- 1.13 Preparation of annual accounts.
- 1.14 Employee relations.
- 1.15 The content and production of the Authority's Community Strategy.
- 1.16 The provision of services in respect of electoral and other registration Services.
- 1.17 Reports from an independent person designated to investigate allegations of misconduct against the Council's Head of Paid Service.
- 1.18 Appointing or nominating, and where appropriate removing, the Authority's representatives on appropriate organisations that fall within this portfolio.
- 1.19 The strategic implementation of the Authority's Information Technology Strategy and the achievement of the Government's targets for electronic service delivery.
- 1.20 Joint venture property/land developments with companies or statutory corporations.
- 1.21 The Leader may (under the "strong Leader model") take any decision likely to incur savings or expenditure of more than £100,000 if he/she considers in all the circumstances that it is impracticable to defer the decision until the next scheduled meeting of the Executive (Cabinet). Any such decision shall be taken in compliance with the Access to Information Procedure Rules.
- 1.22 Responsibility for managing the Council's non-housing property, including acquisitions and disposals.
- 1.23 Responsibility for the Council's Corporate Procurement Strategy and the implementation of the National Procurement Strategy.
- 1.24 Responsibility for Tri Borough Facilities procurement.

2. Regeneration and Economic Development Functions

- 2.1 Responsibility for the creation of a *Borough of Opportunity* through the renewal and regeneration of the most deprived parts of Hammersmith & Fulham.
- 2.2 Eradicating physical, economic and social deprivation.
- 2.3 Physical regeneration: Working with the Cabinet Member for Communication on physical regeneration.
- 2.4 Social regeneration: Working with the Cabinet Members for Housing and Children's Services.
- 2.5 The promotion of employment, economic development, training, work experience, and other forms of support which the Authority can target to meet the needs of unemployed people within the Borough.
- 2.6 The development, monitoring and implementation of the Authority's responses to Government initiatives and programmes in respect of unemployed people in the Borough.
- 2.7 Monitoring the local employment situation and developing and implementing appropriate action in relation to the encouragement, promotion and development of employment training opportunities and services.
- 2.8 Establishing and maintaining effective working partnerships with local businesses in pursuance of the Council's regeneration strategy.

3. Areas in which power is shared with the Cabinet Member for Communications

- 3.1 Physical regeneration.
- 3.2 The development, monitoring and implementation of the Authority's regeneration strategy and associated bidding processes.
- 3.3 The development, monitoring and implementation of the Authority's strategic policy and operational matters relating to the European Union.
- 3.4 Appointing or nominating and where appropriate removing the Authority's representatives on appropriate organisations that fall within this portfolio.
- 3.5 Determining the Authority's response to matters affecting residents which are the responsibility of third parties.
- 3.6 The impact of the Authority's Communications Strategy and of the provision of information regarding the Authority's services.

4. Area in which power is shared with the Deputy Leader and Cabinet Member for Residents Services

- 4.1 Establishing and maintaining effective working partnerships with local businesses in pursuance of the Authority's regeneration strategy.

5. Areas in which power is shared with the Cabinet Member for Housing

- 5.1 Social regeneration.
- 5.2 Exercising the Authority's powers and duties as a local housing authority, including new or unallocated housing and associated functions.
- 5.3 The Authority's powers and duties in relation to declaring renewal areas and clearance areas.
- 5.4 Housing land and property assets and, where appropriate, declaration of them as surplus to requirements.
- 5.5 The compulsory purchase of land using housing powers.

6. Areas in which power is shared with the Cabinet Member for Transport and Technical Services and Cabinet Member for Communications

- 6.1 Compulsory purchase of land for planning purposes.

Note: for the purposes of estimate preparation, monitoring and control and staffing/industrial relations issues, the Leader is responsible for all budgets in liaison with the relevant Cabinet Members, and:

In conjunction with all Cabinet Members:

All Executive Directors

In conjunction with all Cabinet Members

Chief Executive