

ROYAL BOROUGH OF KENSINGTON AND CHELSEA**Meeting of the Council – 7 March 2007****Item 7 – Report of the Administration Committee
29 January 2007****1. APPOINTMENT OF HONORARY ALDERMEN**

- 1.1 Section 249 of the Local Government Act 1972 enables a London Borough to confer the title of Honorary Alderman on persons who have, in the opinion of the Council, rendered eminent service to the Borough. Resolutions must be carried by a majority of **two-thirds** of the Members voting thereon.

Ernest P Tomlin

- 1.2 Ernest Tomlin represented Norland Ward for thirty one years. He was first elected to the Council in 1968 and served continuously from 1978.
- 1.3 Mr Tomlin held the Chairmanship of several committees including the Voluntary Organisations Liaison Committee, Social Services Committee, Education and Libraries Committee. He was also Chairman of the Overview and Scrutiny Committee on Social Services, Health and Housing.
- 1.4 He was an active member of the community and served for many years as a member of Kensington Rotary Club, promoting links between the local authority and the Club.
- 1.5 He was Deputy Mayor in 1980-81 and Mayor in 1988-89.

Richard Walker-Arnott, D.L.

- 1.6 Richard Walker-Arnott served on the Council for thirty two years having been first elected in May 1974. Among his many roles on the Council, he was been Chief Whip, Deputy Mayor, and – in 2000-2001 – Mayor.
- 1.7 He was Chairman of the Libraries and General Services, Social Services, Health and Housing and Corporate Management Committees, Vice-Chairman of the Policy and Resources Committee and Deputy Leader of the Council. He was appointed to the Cabinet when it was established in July 2001 and served on it until he stood down as a Councillor in 2006. His last Cabinet appointment was as Cabinet Member for Leisure, Parks, Arts and Museums.

- 1.8 In April 2005 he was appointed Representative Deputy Lieutenant Designate for Kensington and Chelsea following Sir Michael Craig-Cooper's elevation to Vice Lord-Lieutenant for Greater London. On leaving the Council he formally took up the full appointment as the Royal Borough's Representative Deputy Lieutenant.

Finance

- 1.9 The Executive Director for Finance, Information Systems and Property recommends that the conferment ceremony and reception be financed from the General Contingency, and Councillor Fairhead will be asked for his approval to the necessary release if the Council adopts this Committee's recommendations.

Recommendations

- 1.10 The Administration Committee recommends the Council to resolve as follows (by a majority of at least **two-thirds** of those voting):

"That this Council, in sincere appreciation of the distinguished public service rendered by Ernest P. Tomlin to the Royal Borough of Kensington and Chelsea over a period of thirty one years and his untiring service to the people of the Borough, and particularly to those of the Norland Ward; on Committees of the Council, to local organisations and in the offices of Deputy Mayor and Mayor, does hereby admit Mr. Ernest P Tomlin to be an Honorary Alderman of the Royal Borough of Kensington and Chelsea; and

"That this Council, in sincere appreciation of the distinguished public service rendered by Richard Walker-Arnott, D.L. to the Royal Borough of Kensington and Chelsea from 1974 to 2006 and his untiring service to the people of the Borough, and particularly to those of the Norland Ward; on Committees of the Council, to local organisations and in the offices of Deputy Mayor and Mayor, does hereby admit Richard Walker-Arnott, D.L. to be an Honorary Alderman of the Royal Borough of Kensington and Chelsea; and

That illuminated addresses be presented to the Honorary Aldermen; and

That the common seal of the Council be affixed to the addresses and to entries in the Aldermans' Roll".

FOR DECISION

2. MEMBERS' ALLOWANCES SCHEME

- 2.1 The Local Authorities (Members' Allowances) (England) Regulations 2003, under which the Council's existing Scheme is drawn up, require that by 31 March each year the Council make an Allowances Scheme for the following period 1 April - 31 March. This report makes a small amendment to the 2006/07 Scheme and proposes adoption of a Scheme for 2007/08 which replicates the current year's amended Scheme, for adoption by full Council.

Amendment of the current Scheme

- 2.2 On 6 December the Council agreed an amended Allowances Scheme for the period 1 January-31 March 2007.
- 2.3 The Scheme in place until that point had included provision for a special responsibility allowance for the Chairman of the Western Riverside Waste Authority (WRWA). Each year the WRWA recommends the allowances for the relevant constituent councils to include within their Allowances Scheme. Unbeknown to officers, on 28 November WRWA recommended the following rates:
- WRWA Chairman - £4,900
 - WRWA Vice-Chairman - £2,723
 - WRWA Ordinary Member - £2,227
- 2.4 The Administration Committee recommends Council to agree to the inclusion of these Special Responsibility Allowances (SRAs) within the Council's Allowances Scheme from 1 January 2007. At present Cllr. Coleridge is the WRWA Chairman and Cllr. Edge is an ordinary member (though he already receives a higher SRA so would not receive this also). It is suggested that these sums all be included within the Council's Scheme to obviate the need for amending the Scheme as and when the Council's representatives become or cease to be Chairman, Vice-Chairman or ordinary members.

The Scheme for the next (2007/08) allowances year

- 2.5 The Regulations require that by 31 March each year the Council makes an Allowances Scheme for the following 1 April - 31 March.
- 2.6 It is suggested that as it has recently been amended taking into account all relevant considerations, in particular the latest Independent Remuneration Panel recommendations, the Scheme to be adopted by the Council for 2007/08 should replicate the existing Scheme.
- 2.7 Members are reminded that the Scheme allows for an annual uprating of these allowances in line with the Local Government Pay Settlement index (which is applied each Summer).

Recommendations

2.8 The Committee recommends to Council:

- (i) that the existing Scheme be amended from 1 January 2007 to include the recommended Western Riverside Waste Authority allowances set out above;
- (ii) that the existing Members' Allowances Scheme (as amended above) be revoked as from 1 April 2007;
- (iii) that the Members' Allowances Scheme set out at **Appendix 1** be adopted for the period 1 April 2007 to run to 31 March 2008;
- (iv) that any necessary amendment be made to Part 6 of the Council's Constitution including, when applied during the course of the year, any uprated allowance amounts.

FOR DECISION

3. REVIEW OF THE CONSTITUTION

3.1 Pursuant to the legal duty placed on the Director of Law and Administration as the Council's Monitoring Officer and provisions within the Council's own Constitution which require that it be kept under review, a detailed examination of the Constitution has been carried out and various changes have been identified.

- some changes are purely editorial or typographical, which will be altered under the Director's existing authority; and
- others, which require full Council decision, are set out in more detail below.

3.2 The joint Governance and Legal Services team which assisted the Director in this review exercise took into account:

- statutory guidance on what the Constitution should contain;
- issues to do with its practical operation that have arisen;
- provisions which have become redundant due to changed circumstances;
- ad hoc officer suggestions for change;
- the needs of the Council going forward;
- the Constitutions of Hammersmith and Fulham, Westminster, Wandsworth and Hackney and best practice elsewhere on specific issues.

3.3 Examples of significant improvements are:

- the inclusion in Part One of a ward map and other changes to the description of the way in which the Council operates;
- clarification in Article 9 of the appointments process to the Standards Committee;
- the listing of all statutory and proper officers in Part Three C, Delegations to Officers;
- revisions to the access to information procedures in Part Four C to take account of changes in the law;
- updated procurement procedures rules and contract regulations in Part Four F; and
- updated descriptions of the Management Structure in Part Seven.

Recommendations

- 3.4 Changes requiring the approval of the Council are set out in **Appendix 2**, together with the reasons for these proposed changes. The Council is also asked to approve the changes set out in the new Access to Information provisions (**Appendix 3**) and the new Contract Regulations (**Appendix 4**).

FOR DECISION

MERRICK COCKELL

Chairman, Administration Committee

Background Papers:

Reports and minutes of the Administration Committee, 29 January 2007

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