

Council Assembly

Ordinary Meeting

Wednesday 14 March 2018

7.00 pm

Council Offices, 160 Tooley Street, London SE1 2Q

Councillors are summoned to attend a meeting of the Council to consider the business contained herein

Eleanor Kelly
Chief Executive

INFORMATION FOR MEMBERS OF THE PUBLIC

Access to information

You have the right to request to inspect copies of minutes and reports on this agenda as well as the background documents used in the preparation of these reports.

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Access

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Contact

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Date: 2 March 2018



Council Assembly

Ordinary Meeting

Wednesday 14 March 2018
7.00 pm
Council Offices, 160 Tooley Street, London SE1 2QH

Order of Business

Item No.	Title	Page No.
	PART A - OPEN BUSINESS	
1.	PRELIMINARY BUSINESS	
1.1.	ANNOUNCEMENTS FROM THE MAYOR, MEMBERS OF THE CABINET OR CHIEF EXECUTIVE	
	To receive any announcements from the Mayor, members of the cabinet or the chief executive.	
1.2.	NOTIFICATION OF ANY ITEMS OF BUSINESS WHICH THE MAYOR DEEMS URGENT	
	In special circumstances an item of business may be added to an agenda within seven working days of the meeting.	
1.3.	DISCLOSURE OF INTERESTS AND DISPENSATIONS	
	Members to declare any interests and dispensations in respect of any item of business to be considered at this meeting.	
1.4.	APOLOGIES FOR ABSENCE	
	To receive any apologies for absence.	
1.5.	MINUTES	1 - 9
	To approve as a correct record the open minutes of the council assembly meeting held on 21 February 2018.	

2. ISSUES RAISED BY THE PUBLIC

2.1. PETITIONS

No petitions have been received for this meeting.

2.2. PUBLIC QUESTION TIME

The deadline for public questions is 11.59pm Thursday 8 March 2018. Questions can be emailed to constitutional.team@southwark.gov.uk.

Questions from the public will be distributed in a supplemental agenda.

3. THEMED DEBATE: THE FUTURE OF SOUTHWARK - OPPORTUNITIES AND CHALLENGES

3.1. COMMUNITY EVIDENCE

The deadline for community evidence on the theme is 11.59pm Thursday 8 March 2018. Submissions can be emailed to constitutional.team@southwark.gov.uk.

Submissions from the public will be distributed in a supplemental agenda.

3.2. MOTION ON THE THEME

10 - 13

The leader of the council to present the theme for the meeting.

4. DEPUTATIONS

The deadline for deputation requests is 11.59pm Thursday 8 March 2018. Deputations can be emailed to constitutional.team@southwark.gov.uk.

Deputation requests will be distributed in a supplemental agenda.

5. ISSUES RAISED BY MEMBERS

5.1. MEMBERS' QUESTION TIME

14 - 18

To receive any questions from members of the council.

Item No.	Title	Page No.
	5.2. MEMBERS' MOTIONS	19 - 22
	To consider the following motions:	
	<ul style="list-style-type: none"> • Busking on Bankside • Improving mental health and wellbeing in Southwark 	
6.	OTHER REPORTS	
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	6.4. SPECIAL URGENCY AND URGENT IMPLEMENTATION DECISIONS - ANNUAL REPORT	71 - 77
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7.	AMENDMENTS	
	Any member of the council may submit an amendment to a report or motion on the agenda. The amendments will be circulated to all members in a supplemental agenda.	
	ANY OPEN ITEMS IDENTIFIED AS URGENT AT THE START OF THE MEETING	
	EXCLUSION MOTION (IF NECESSARY)	
	The following motion should be moved, seconded and approved if the council wishes to exclude the press and public to deal with reports revealing exempt information:	
	<p style="padding-left: 40px;">“That under the access to information procedure rules of the Southwark constitution, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in section(s) 1 – 7 of paragraph 10.4 of the procedure rules.”</p>	
	PART B – CLOSED BUSINESS	
	ANY CLOSED ITEMS IDENTIFIED AS URGENT AT THE START OF THE MEETING	

Date: 2 March 2018



Council Assembly (Budget and Council Tax Setting Meeting)

MINUTES of the Council Assembly (Budget and Council Tax Setting Meeting) held on Wednesday 21 February 2018 at 7.00 pm at Council Offices, 160 Tooley Street, London SE1 2QH

PRESENT:

The Worshipful the Mayor for 2017-2018, Councillor Charlie Smith (Chair)

Councillor Evelyn Akoto	Councillor Lorraine Lauder MBE
Councillor Anood Al-Samerai	Councillor Richard Livingstone
Councillor Jasmine Ali	Councillor Rebecca Lury
Councillor Maisie Anderson	Councillor Jane Lyons
Councillor James Barber	Councillor Eliza Mann
Councillor Radha Burgess	Councillor Hamish McCallum
Councillor Sunil Chopra	Councillor Darren Merrill
Councillor James Coldwell	Councillor Victoria Mills
Councillor Fiona Colley	Councillor Michael Mitchell
Councillor Stephanie Cryan	Councillor Jamille Mohammed
Councillor Catherine Dale	Councillor Adele Morris
Councillor Helen Dennis	Councillor David Noakes
Councillor Dora Dixon-Fyle MBE	Councillor Damian O'Brien
Councillor Nick Dolezal	Councillor Leo Pollak
Councillor Karl Eastham	Councillor Sandra Rhule
Councillor Gavin Edwards	Councillor Catherine Rose
Councillor Paul Fleming	Councillor Martin Seaton
Councillor Tom Flynn	Councillor Rosie Shimell
Councillor Renata Hamvas	Councillor Andy Simmons
Councillor Barrie Hargrove	Councillor Johnson Situ
Councillor Jon Hartley	Councillor Michael Situ
Councillor David Hubber	Councillor Cleo Soanes
Councillor Peter John OBE	Councillor Kath Whittam
Councillor Samantha Jury-Dada	Councillor Bill Williams
Councillor Eleanor Kerlake	Councillor Kieron Williams
Councillor Sarah King	Councillor Mark Williams
Councillor Sunny Lambe	Councillor Ian Wingfield
Councillor Octavia Lamb	

1. PRELIMINARY BUSINESS

1.1 ANNOUNCEMENTS FROM THE MAYOR, MEMBERS OF THE CABINET OR CHIEF EXECUTIVE

The Mayor announced that item 3.1, the adoption of new library byelaws, was withdrawn from the agenda, and will come to a future council assembly.

The Mayor also announced that members have been supplied with reusable water bottles as part of the council's commitment to cutting plastic waste.

1.2 NOTIFICATION OF ANY ITEMS OF BUSINESS WHICH THE MAYOR DEEMS URGENT

At this juncture the meeting agreed the programme motion.

Time	Business
7.00pm – 7.15pm	1. Preliminary business and announcements
7.15pm – 10.00pm	<p data-bbox="411 902 1224 940">Item 2.1 Policy and Resources Strategy</p> <p data-bbox="411 969 1224 1041">1. Consideration of this item is not time limited but the meeting is subject to the guillotine.</p> <p data-bbox="411 1070 1224 1108">2. Debate to include:</p> <ul data-bbox="491 1137 1224 1556" style="list-style-type: none"> • Questions on reports • Councillor Fiona Colley to present recommendations (10 minutes) • Councillor David Hubber to reply on behalf of opposition (5 minutes) • Three amendments to be moved and seconded • Report and amendments to be debated as a single debate (all speakers 3 minutes each) • Reply to the debate from Councillor Fiona Colley (3 minutes) • Separate vote on each amendment • Recorded vote on substantive motion. <p data-bbox="411 1592 1224 1693">Members can only speak once, except for Councillor Fiona Colley (cabinet member for finance, modernisation and performance), who will reply to the single debate.</p> <p data-bbox="411 1727 1224 1765">Item 2.2 Treasury Management Strategy</p> <p data-bbox="411 1794 1224 1832">To be considered as normal.</p> <p data-bbox="411 1865 1224 1904">Item 2.3 Setting the Council Tax</p> <p data-bbox="411 1933 1224 1962">To be considered as normal but with the legal requirement to</p>

	<p>take a recorded vote on the substantive motion.</p> <p>The council tax setting committee date and time to be set at: 10.00am, Friday 23 February 2018</p> <p>The membership for the council tax setting committee to be proposed as:</p> <p>Chair: Councillor Fiona Colley Vice-chair: Councillor Rosie Shimell Councillor Barrie Hargrove Councillor Richard Livingstone Councillor Hamish McCallum Councillor Johnson Situ Councillor Ian Wingfield</p> <p>Reserves: Councillor Sarah King</p>
	<p>Item 3.1 Adoption of new library byelaws</p> <p>To be withdrawn from the agenda.</p>

Item 2 Reports for decision

Each report to have a single debate, subject to the guillotine.

Item 2.1 Policy and Resources Strategy

CAPR 2.11.1 - Amendment C to be moved by Councillor Rosie Shimell, not Councillor James Okosun.

1.3 DISCLOSURE OF INTERESTS AND DISPENSATIONS

The mayor announced that all councillors had been granted a dispensation by the monitoring officer to vote on Item 2.3: Setting the council tax 2017/18.

There were no disclosures of interest.

1.4 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ben Johnson, Anne Kirby, Maria Linforth-Hall, Vijay Luthra, Lucas Green James Okosun and Dan Whitehead. Apologies for lateness were received from Councillors Rebecca Lury, Karl Eastham and Paul Fleming.

1.5 MINUTES

The minutes of the council assembly meeting held on 29 November 2017, amended to update the list of attendees and the chair of the meeting, were agreed as a correct record.

2. REPORT(S) FOR DECISION FROM THE CABINET

2.1 POLICY AND RESOURCES STRATEGY 2018-19 TO 2020-21 UPDATE

(See pages 21 - 156 of the main agenda)

There were three questions on the report, the written responses to which were circulated on blue paper at the meeting. There were three supplemental questions.

In accordance with council assembly procedure rule 1.14.9, Councillor Fiona Colley, cabinet member for finance, modernisation and performance, moved the report.

In accordance with council assembly procedure rule 1.14.9, Councillor David Hubber responded to the cabinet member's statement.

Councillor Michael Mitchell, seconded by Councillor Jane Lyons, moved Amendment A.

Councillor Octavia Lamb, seconded by Councillor Kieron Williams, moved Amendment B.

Councillor Rosie Shimell, seconded by Councillor James Barber, moved Amendment C.

Following debate (Councillors Kath Whittam, Peter John, Eliza Mann, Richard Livingstone, Stephanie Cryan, David Noakes, Johnson Situ, Vikki Mills, Damian O'Brien, Catherine Dale, Jasmine Ali, Hamish McCallum, Barrie Hargrove, Anood Al-Samerai, Mark Williams, Ian Wingfield, Andy Simmons, Paul Fleming and Bill Williams), Councillor Fiona Colley exercised her right of reply.

Amendment A – Lost

Amendment B – Carried

Amendment C – Lost

At this juncture the clerk explained that the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, which had come into force on 25 February 2014, required a recorded vote on key budget decisions by local authorities. The regulations required a recorded vote on decisions only. Therefore in accordance with council assembly procedure rule 1.16(4) (a roll call recorded vote), the bell was rung at the beginning and end of one minute, after which the doors to the room were closed.

The substantive motion was put to the vote, and the votes having been recorded, the Mayor declared the result as follows:

In favour of the substantive motion (43):

Councillors Jasmine Ali, Maisie Anderson, Radha Burgess, Sunil Chopra, James Coldwell, Fiona Colley, Stephanie Cryan, Catherine Dale, Dora Dixon-Fyle, Nick Dolezal, Karl Eastham, Gavin Edwards, Paul Fleming, Tom Flynn, Renata Hamvas, Barrie Hargrove, Jon Hartley, Peter John, Samantha Jury-Dada, Eleanor Kerslake, Sarah King, Octavia

Lamb, Sunny Lambe, Lorraine Lauder, Richard Livingstone, Rebecca Lury, Darren Merrill, Victoria Mills, Jamille Mohammed, Leo Pollak, Sandra Rhule, Catherine Rose, Martin Seaton, Andy Simmons, Johnson Situ, Charlie Smith, Cleo Soanes, Kath Whittam, Bill Williams, Kieron Williams, Mark Williams and Ian Wingfield.

Against the substantive motion (11):

Councillors Anood Al-Samerai, James Barber, David Hubber, Jane Lyons, Eliza Mann, Hamish McCallum, Michael Mitchell, Adele Morris, David Noakes, Damian O'Brien and Rosie Shimell.

Absent (8)

Councillors Evelyn Akoto, Lucas Green, Ben Johnson, Anne Kirby, Maria Linforth-Hall, Vijay Luthra, James Okosun, Michael Situ and Dan Whitehead.

The Mayor declared that the substantive motion was carried.

RESOLVED:

That council assembly:

1. Agreed to increase the Southwark element of the council tax for 2018-19 by 2.99%.
2. Agreed to use the flexibility offered by the government to support Adult Social Care through a precept equivalent to 3% of council tax on the basis that these additional funds will be used exclusively for adult social care.
3. Agreed the recommendations of the 6 February 2018 cabinet for a general fund budget requirement (after specific grants and use of reserves) for 2018-19 of £294.270m.
4. Noted that the additional Adult Social Care (ASC) Support Grant of £982,000 for 2018-19 is earmarked for the ASC Transformation Fund.

Anti social behaviour and crime

5. Council assembly notes that antisocial behaviour, crime, and environmental offences such as fly tipping remain a problem which affects many residents.
6. Council assembly believes that every resident should be able to feel safe and protected from crime.
7. Council assembly notes the excellent work that has been done by the council's CCTV team in increasing the number of arrests from CCTV footage, and further notes that the CCTV team have been awarded 'Best Team Award' at the MET Police CCTV Awards and received two awards for 'Management and Innovation' and 'Best CCTV Team' at the national CCTV user group in acknowledgement of their efforts to tackle the problems of antisocial behaviour and crime.
8. Council assembly therefore resolves to invest £50,000 in 5 new redeployable CCTV

cameras as a one off investment in the 2018/19 budget, and invest £80,000 in two new control room CCTV operators to monitor CCTV cameras at the busiest times, a total spend of £130,000.

Single use plastics

9. Council assembly notes that 12m tonnes of plastic enter the ocean each year, killing marine animals and contaminating seafood.
10. Council assembly notes that Southwark Council currently spends around £4,000 annually on disposable plastic cups.
11. Council assembly resolves to cease spending on plastics cups and invest the £4,000 saved on a campaign to encourage businesses across the borough to reduce or eliminate their single use plastics.

Digital innovation

12. Council assembly notes that one of the Council's Fairer Future pledges is to be 'Fit for the Future'.
13. Council assembly notes that the way in which residents want to interact with the council, and access our services are changing and that the council needs to continue to modernise in order to meet the needs of our residents.
14. Council assembly believes that in a changing and increasingly digital world, it is vital that Southwark Council has the ability to adapt and innovate.
15. Council assembly therefore resolves to invest £200,000 in a new digital innovation fund to support teams within the council to innovate, modernise and be truly fit for the future.

Queens Road 1

16. Council assembly notes that Southwark Council currently spends £693,500 on renting Queens Road 1 office (QR1).
17. Council assembly notes that, following an inquiry from the overview and scrutiny committee, an opportunity has arisen to purchase QR1.
18. Council assembly resolves to request that officers enter into negotiations to buy QR1, with a potential annual revenue benefit of £330,000 per annum.

Implications for the 2018/19 budget

Item	Budget Impact (£)
Antisocial behaviour and crime	130,000
Single Use Plastics reduction	- 4,000
Campaign on Single Use Plastics	4,000
Digital Innovation Fund	200,000
Savings from acquiring office building	- 330,000

Balance	0
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2.2 TREASURY MANAGEMENT STRATEGY 2018-19 INCLUDING ANNUAL INVESTMENT STRATEGY, PRUDENTIAL INDICATORS AND ANNUAL MINIMUM REVENUE PROVISION STATEMENT

(See pages 157 - 177 of the main agenda)

Councillor Fiona Colley, cabinet member for finance, modernisation and performance, introduced the report and thanked the finance officers who had prepared the budget reports.

The recommendations contained within the report were put to the vote and declared to be carried.

RESOLVED:

That council assembly:

1. Noted that the proposed 2018-19 treasury management strategy is to be managed by the strategic director of finance and governance under financial delegation.
2. Agreed the proposed annual investment strategy 2018-19 as referred to in paragraph 18 to 24 of the report and set out at Appendix A of the report.
3. Noted the council has borrowed £30m to finance capital expenditure previously funded by internal borrowing as set out in paragraphs 25 to 43 in the report.
4. Agreed the prudential indicators covering capital finance and treasury management for the years 2018-19 to 2020-21 set out at Appendix B of the report.
5. Agreed the minimum revenue provision statement, as unchanged from 2017-18, for setting aside prudent sums to reduce debt and long term liabilities set out at Appendix C of the report.

2.3 SETTING THE COUNCIL TAX 2018-19

(See pages 178-190 of the main agenda)

At this juncture the clerk explained that council assembly had agreed the level of council tax for 2017-18, as set out in the cabinet's recommendation as amended by Amendment B and as agreed in the resolution in item 2.1. As the GLA had not yet set out its precept, council assembly was asked to form a council tax setting committee to formally set the council tax, to meet at 10am on Friday 23 February 2018.

The clerk then reminded the meeting that the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, which had come into force on 25 February 2014, required a recorded vote on key budget decisions by local authorities. The regulations required a recorded vote on decisions only. Therefore in accordance with council assembly procedure rule 1.16.4 (a roll call recorded vote), the bell was rung at the beginning and

end of one minute, after which the doors to the room were closed

The substantive motion was put to the vote, and the votes having been recorded, the Mayor declared the result as follows:

In favour of the substantive motion (44):

Councillors Jasmine Ali, Maisie Anderson, Radha Burgess, Sunil Chopra, James Coldwell, Fiona Colley, Stephanie Cryan, Catherine Dale, Dora Dixon-Fyle, Nick Dolezal, Karl Eastham, Gavin Edwards, Paul Fleming, Tom Flynn, Renata Hamvas, Barrie Hargrove, Jon Hartley, Peter John, Samantha Jury-Dada, Eleanor Kerlake, Sarah King, Octavia Lamb, Sunny Lambe, Lorraine Lauder, Richard Livingstone, Rebecca Lury, Darren Merrill, Victoria Mills, Jamille Mohammed, Leo Pollak, Sandra Rhule, Catherine Rose, Martin Seaton, Andy Simmons, Johnson Situ, Michael Situ, Charlie Smith, Cleo Soanes, Kath Whittam, Bill Williams, Kieron Williams, Mark Williams and Ian Wingfield.

Against the substantive motion (11):

Councillors Anood Al-Samerai, James Barber, David Hubber, Jane Lyons, Eliza Mann, Hamish McCallum, Michael Mitchell, Adele Morris, David Noakes, Damian O'Brien and Rosie Shimell.

Absent (8)

Councillors Evelyn Akoto, Lucas Green, Ben Johnson, Anne Kirby, Maria Linforth-Hall, Vijay Luthra, James Okosun and Dan Whitehead.

The Mayor declared that the substantive motion was carried.

RESOLVED:

1. That the 2018-19 Southwark element of the council tax for band D properties in Southwark, including an increase of 2.99% and the adult social care precept of 3%, be set at £1,035.31.
2. That the formal resolution for Southwark council taxes in 2018-19 (shown in Appendix B of the report) be approved.
3. That no discount be applied to properties in the former parish of St Mary Newington for 2018-19.
4. That no discount be applied to properties in the former parish of St Saviours for 2018-19.
5. That council assembly noted the Greater London Authority (GLA) proposal to set a precept level of £294.23 at Band D, which the GLA will consider on 22 February 2018.
6. That the existing local war disability and war widow/ers' schemes for housing benefit be continued in 2018-19.

7. That council assembly established a council tax setting committee, to set the council tax for the year 2018-19, in accordance with section 67(3) of the Local Government Finance Act 1992, and agrees the role and functions, matters reserved and political composition as set out in Appendix A.
8. That council assembly appointed Councillors Fiona Colley, Barrie Hargrove, Richard Livingstone, Hamish McCallum, Rosie Shimell, Johnson Situ and Ian Wingfield to serve on the council tax setting committee.
9. That council assembly appointed Councillor Fiona Colley as chair and Councillor Rosie Shimell as vice-chair of the council tax setting committee.
10. That council assembly noted that the special council tax setting committee will meet on Friday 23 February 2018. This will allow council tax notices to be issued in line with the normal statutory timetable.

3. OTHER REPORTS

3.1 ADOPTION OF NEW LIBRARY BYELAWS UNDER SECTION 19 OF THE PUBLIC LIBRARIES AND MUSEUMS ACT 1964

(See pages 191 - 198)

This item was withdrawn from the agenda.

4. AMENDMENTS

Amendments are set out in supplemental agenda no. 1.

The meeting closed at 9.00 pm.

CHAIR:

DATED:

Item No. 3.2	Classification: Open	Date: 14 March 2018	Meeting Name: Council Assembly
Report title:		Motion on the Theme: The Future of Southwark - Opportunities and Challenges	
Ward(s) or groups affected:		All	
From:		Proper Constitutional Officer	

BACKGROUND INFORMATION

The theme for this meeting is The Future of Southwark - Opportunities and Challenges

The relevant cabinet member shall submit a motion on the theme. All other political groups on the council are allowed to submit one amendment to the motion. The cabinet member's motion and the amendments do not need to be seconded. The cabinet member will present the motion to the meeting, followed by the lead opposition spokesperson's response and moving of their amendment, if any. Following this, the subject matter of the theme will be open to debate. Amendment(s) from other opposition groups on the council can be moved during this part of the meeting.

MOTION FROM COUNCILLOR PETER JOHN, LEADER OF THE COUNCIL

1. Council assembly welcomes the huge progress that the council has made since 2010 delivering a fairer future for all.
2. Council assembly notes that this progress was in stark contrast to the previous eight years where the Liberal Democrat and Conservative administrations had the wrong priorities and lacked ambition for the borough. Council assembly notes the record of the previous administration where:
 - a) Council housing was the worst in the country, and almost half of council homes failed to meet basic decency standards.
 - b) The environment was neglected, with recycling the sixth worst in the entire country.
 - c) Council tax collection was the third worst in the country, and council tax increased by 17.5% despite record investment in Southwark from the Labour Government. Adult social care went from being one of the best to the eighth worst in the country.
 - d) CCTV coverage was cut, making it harder to tackle antisocial behaviour and crime.
 - e) Despite a housing crisis, they only built three new council homes in the last term of the former administration.
3. Council assembly notes that in the first four years of this administration, Southwark made huge progress despite a Liberal Democrat/Conservative coalition government that:
 - a) Introduced the bedroom tax hitting some of our poorest residents the hardest.
 - b) Almost halved the grants from central government to pay for local services.
 - c) Slashed childcare support by up to £1,500 per family.
 - d) Trebled tuition fees to £9,000 after promising not to.

4. Council assembly notes that the public rightly gave their verdict of the shameful record of the Conservatives and Liberal Democrats by kicking out the local Liberal Democrat MP, and slashing the number of Conservative and Liberal Democrat Councillors across the borough. Council assembly notes the public's confidence in this administration and hard working local Labour MPs by consistently electing them to serve this borough.
5. Council assembly notes the proud record of this Labour administration over the last eight years and the work that has been done to deliver a fairer future for all, including:
 - a) Making every council home warm dry and safe, and rolling out quality kitchen and bathroom so that over 95% of council homes now meet the decent homes standard, so our council tenants can live in a high quality home they can be proud of.
 - b) Tackling the housing crisis by building new homes of every type, including new council homes because our residents should be able to afford good quality homes in the borough they call home. 535 council homes are already completed, 471 are being built or have permission to start, and a further 513 are going through the planning process.
 - c) Helping over 5,000 people into work since 2014 – more than any other London borough – and creating nearly 2,000 apprenticeships – again more than any other London borough – because this council wants to give residents the skills and opportunities to get good quality, secure jobs.
 - d) Improving healthy lives for children by introducing free healthy school meals and free fruit for all primary school children, and expanding and refurbishing popular schools so that every child has the best start in life.
 - e) Introducing free swim and gyms for all residents – with nearly half a million visits since 2016, so it's easier and cheaper to keep fit and healthy.
 - f) Diverting over 99% of waste away from landfill, and making our recycling rate the best in inner London, and making our borough even greener with more award winning green flag parks than any other borough in inner London.
 - g) Developing and delivering a Women's Safety Charter, increasing the number of arrests from our CCTV cameras, and installing new estate security doors, to prevent and tackle crime and antisocial behaviour more effectively.
 - h) Keeping our libraries open, and investing in them whilst many other councils cut theirs. Canada Water Library is now the busiest in London and Camberwell now has a nationally recognised award winning library thanks to Labour's investment.
6. Council assembly is disappointed that Liberal Democrat members opposed many of these policies which have improved life for Southwark residents, including:
 - a) Campaigning against free healthy school meals, and voting to cut the funding needed to pay for it.
 - b) Voting against plans to keep all of Southwark's libraries open.
 - c) Voted against the money for Southwark staff to be paid the London Living wage and recently proposed that they should work in dirty offices and even provide their own stationery.
 - d) Voted against funding more CCTV cameras which prevent crime and antisocial behaviour and help the Police to catch criminals.
7. Council assembly resolves to call on cabinet to agree a Council Plan early in the new administration which will continue to deliver a Fairer Future for Southwark's residents, including:

- a) Every child having the best start in life: some of Southwark's schools are already outstanding, but others are struggling. The new council plan must include plans to drive up standards in all Southwark's schools. Southwark's children should have healthy, active childhoods, which means continuing and extending free school meals to school nurseries so all children have the opportunities to thrive.
 - b) Building high quality homes that residents can afford, with more homes of every type being built across the borough to tackle the housing crisis. This must include building more council homes so that we meet our 11,000 new council homes by 2043 target, and improving the quality of housing in the private rental sector.
 - c) Making sure Southwark continues to be a great place to live. Recycling rates are already high, and they must stay that way. Air quality is one of the greatest public health challenges for Southwark, and the next council plan must tackle poor air quality, as well as the challenge of climate change.
 - d) Southwark being a healthy borough, where your background doesn't determine your life chances. Swimming and going to the gym are now free in Southwark, and now walking, cycling and other types of exercise must become more accessible to all so that everyone has the chance to be fit and healthy.
 - e) Making Southwark a full employment borough, where the barriers keeping people out of work are swept away, and everyone has the skills to play a full part in our economy. The next council plan needs to consider the jobs of the future, so it must ensure more residents are helped to get the skills they need to get these new jobs.
 - f) Keeping Southwark Council a modern and efficient organisation, which listens to and works with residents and communities? In a changing and increasingly digital world, council must keep digitally innovating: the way that residents want to access services is changing and the council must change with it. At the same time, the council must improve digital inclusion, so no one and nowhere is left behind.
8. In a world changed by Brexit, and following on from the tragic Grenfell fire, Southwark council must be fighting for our residents, and standing up against the Conservative Government in challenging and uncertain times.
 9. Council assembly believes that this vision for a fairer future for all residents will only be delivered by a financially responsible, ambitious Labour administration, which embodies the council's fairer future principles.

Note: If the motion is agreed, any proposals will be submitted to the cabinet for consideration.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Cabinet members motion	Constitutional Team 160 Tooley Street London SE1 2QH	Andrew Weir 020 7525 7222

AUDIT TRAIL

Lead Officer	Chidilim Agada, Head of Constitutional Services
Report Author	Virginia Wynn-Jones, Principal Constitutional Officer
Version	Final
Dated	28 February 2018

Agenda Item 5.1

Item No. 5.1	Classification: Open	Date: 14 March 2018	Meeting Name: Council Assembly
Report title:		Members' Question Time	
Ward(s) or groups affected:		All	
From:		Proper Constitutional Officer	

BACKGROUND INFORMATION

Members' question time shall not exceed 30 minutes. During this time, members may not question any one cabinet member or committee chair for longer than fifteen minutes.

Members are limited to one question at each meeting. One councillor from each community council will be able to submit a question on behalf of their community council.

Questions to the leader will be taken first, followed by question from community council councillors followed by questions to other cabinet members. The order in which the different political groups ask questions of the leader will be rotated. Questions to cabinet members will also be rotated. The order of portfolios will be rotated at each meeting such that the cabinet member answering questions immediately after the leader will be the last cabinet member to answer any questions at the next meeting of council assembly. The rotation is in line with decisions of council assembly in July 2014 and rotations circulated by the proper constitutional officer in April 2015.

Cabinet members and committee chairs have discretion to refer a question to another cabinet member.

Responses to members' questions will be circulated on yellow paper around the council chamber on the evening of the meeting.

The Mayor will ask the member asking the question if they wish to ask one supplemental question to the member to whom the question was asked. The supplemental question must arise directly out of the original question or the reply. Therefore, supplemental questions to the leader or other cabinet members are not free ranging.

No question shall be asked on a matter concerning a planning or licensing application.

Notes:

1. The procedures on members' questions are set out in council assembly procedure rule 2.9 in the Southwark Constitution.
2. In accordance with council assembly procedure rule 2.9 (12) & (13) (prioritisation and rotation by the political groups) the order in which questions to the leader appear in this report may not necessarily be the order in which they are considered at the meeting.
3. A question from a community council must have been previously considered and noted by the relevant community council (CAPR 2.9.2).

1. QUESTION TO THE LEADER FROM COUNCILLOR NICK DOLEZAL

Can the leader update me on this administration's progress on delivering a fairer future?

2. QUESTION TO THE LEADER FROM COUNCILLOR ANOOD AL-SAMERAI

Can the leader explain what he has done to expand the bike hire scheme in Southwark?

3. QUESTION TO THE LEADER FROM COUNCILLOR CLEO SOANES

Could the leader update us on how Southwark's secondary schools are performing compared to other London boroughs?

4. QUESTION TO THE LEADER FROM COUNCILLOR BEN JOHNSON

How many homes in Southwark have been empty for up to 1 year, 1-2 years, and over 2 years?

5. QUESTION TO THE LEADER FROM COUNCILLOR RADHA BURGESS

Could the leader tell us how many Southwark children have benefitted from free, healthy school meals under this administration?

6. QUESTION TO THE LEADER FROM COUNCILLOR JAMES BARBER

The new Grove Library has a 125 year lease, which was agreed under the last Liberal Democrat administration, has its rent fixed at £100 rent per annum thereby saving the council £46,000 a year. Will the leader give assurances that these savings will be used to improve and extend the current services and hours of opening?

7. QUESTION TO THE LEADER FROM COUNCILLOR ELEANOR KERSLAKE

Could the leader explain what the impact our Ethical Care Charter has had for our care users and care workers?

8. QUESTION TO THE LEADER FROM COUNCILLOR DAN WHITEHEAD

During the council assembly held on 29 November 2017, the leader of the council asserted that the Rotherhithe Bridge will be fully funded by Transport for London (TfL) and that Southwark Council will not be providing any funding. Can the leader therefore please confirm in writing that this is the case and, if so, provide written evidence of TfL's commitment to fully underwriting the funding of this infrastructure project?

9. QUESTION TO THE LEADER FROM COUNCILLOR DAVID HUBBER

Does the council support the merger of Police Borough Commander's responsibilities with Lambeth?

10. QUESTION TO THE LEADER FROM COUNCILLOR ROSIE SHIMELL

Can the cabinet member confirm where illegal levels of nitrogen dioxide, which are causing serious lifelong health problems, can be found across the borough and why there is so little being done to combat this critical issue?

11. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR BILL WILLIAMS (BERMONDSEY AND ROTHERHITHE COMMUNITY COUNCIL)

What will the council do to get closer to the community's aspiration of 50% social housing?

12. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR LEO POLLAK

Could the cabinet member update us on the plans for South Dock Marina Boatyard?

13. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR SANDRA RHULE

Could the cabinet member update council assembly on the delivery of our new council homes?

14. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR HELEN DENNIS

What update has the cabinet member received from Transport for London (TfL) on the council's request for a reconsideration of Bricklayers Arms as a potential tube station site on the planned Bakerloo line extension, and when do we expect TfL's viability work to be completed?

15. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR DAVID NOAKES

Can the cabinet member for regeneration and new homes confirm the council's current position and conversations with Transport for London (TfL) and residents in Styles House in regards to the proposed development of the Southwark tube station site, Metro House and the land around Styles House?

16. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR ADELE MORRIS

Residents at Oxo Tower, River and Rennie Courts, Falcon Point, Burrell St and others have endured years of disruption, noise and dust from building works for Southbank Tower, Sea Containers House, Tate Modern Extension, Neo Bankside, Blackfriars Station, and 240 Blackfriars Rd. Now, they are set to go through another 10 years of it – from major developments at 18 Blackfriars and Ludgate/Sampson House, Thames Tideway works on the north bank, Paris Gardens development (if it receives planning permission) and no doubt others yet to come forward. Can the cabinet member tell us what he is prepared to offer residents in return – perhaps at the very least an exemption from the council's latest council tax rise?

17. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR MICHAEL SITU

Could the cabinet member update us on the Old Kent Road Area Action Plan consultation?

18. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR KATH WHITTAM

What progress has been made on the negotiations with British Land on the Canada Water site, and what benefits have been secured for our residents?

19. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR MARTIN SEATON

Could the cabinet member tell us how many Southwark residents have found jobs in construction at Elephant Park broken down by ward?

20. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR DAMIAN O'BRIEN

Will the cabinet member be prepared to support the inclusion of Bascule-style bridge designs in Transport for London's (TfL) plans for the Rotherhithe to Canary Wharf cycle and pedestrian bridge?

21. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR HAMISH McCALLUM

How many private landlords have been prosecuted or subject to improvement notices by the council over each of the past five years?

22. QUESTION TO THE CABINET MEMBER FOR REGENERATION AND NEW HOMES FROM COUNCILLOR MARIA LINFORTH-HALL

Can the cabinet member guarantee that a new bingo hall will be built as part of the redevelopment of the Elephant & Castle?

23. QUESTION TO THE CABINET MEMBER FOR BUSINESS, CULTURE AND SOCIAL REGENERATION FROM COUNCILLOR CATHERINE ROSE

Could the cabinet member provide an update on the initial findings of the Southwark Conversation which took place between October and December of last year?

24. QUESTION TO THE CABINET MEMBER FOR BUSINESS, CULTURE AND SOCIAL REGENERATION FROM COUNCILLOR EVELYN AKOTO

What are the latest figures for Southwark on the number of young people not in education, employment or training, and how does this compare to other London boroughs?

25. QUESTION TO THE CABINET MEMBER FOR BUSINESS, CULTURE AND SOCIAL REGENERATION FROM COUNCILLOR RENATA HAMVAS

At the last council assembly, the cabinet member announced the excellent news that Canada Water Library is now the busiest library in London. Could the cabinet member tell us how this compares to Southwark's other libraries?

26. QUESTION TO THE CABINET MEMBER FOR BUSINESS, CULTURE AND SOCIAL REGENERATION FROM COUNCILLOR JAMES OKOSUN

What investigations have taken place to implement a Workplace Parking Levy?

27. QUESTION TO THE CABINET MEMBER FOR BUSINESS, CULTURE AND SOCIAL REGENERATION FROM COUNCILLOR DORA DIXON-FYLE

In our last manifesto, Southwark Labour pledged to award scholarships to local young people from lower income backgrounds to study art. What progress has been made towards delivering this pledge?

28. QUESTION TO THE CABINET MEMBER FOR FINANCE, MODERNISATION AND PERFORMANCE FROM COUNCILLOR TOM FLYNN

Could the cabinet member update us on how the new shared IT service between Southwark, Lewisham and Brent is working?

29. QUESTION TO THE CABINET MEMBER FOR FINANCE, MODERNISATION AND PERFORMANCE FROM COUNCILLOR REBECCA LURY

Could the cabinet member outline what she is doing to lobby the government on Universal Credit?

30. QUESTION TO THE CABINET MEMBER FOR FINANCE, MODERNISATION AND PERFORMANCE FROM COUNCILLOR BILL WILLIAMS

In November, the leader spoke about the progress that had been made in improving broadband in Rotherhithe. Now aerials are in place in Rotherhithe, could the cabinet member explain what this means for broadband speeds for Rotherhithe residents?

31. QUESTION TO THE CABINET MEMBER FOR ENVIRONMENT AND THE PUBLIC REALM FROM COUNCILLOR JANE LYONS

Many Southwark residents in Herne Hill are affected by activities which take place in Brockwell Park, and have expressed concern about the noise levels proposed for the Field Day event which is expected to take place over three days in early June. When a similar festival was approved by Lambeth Council on Clapham Common, Wandsworth Council successfully intervened to protect their residents from excessive noise. What steps is he taking to ensure Southwark residents are equally protected, for this event?

32. QUESTION TO THE DEPUTY LEADER AND CABINET MEMBER FOR HOUSING FROM COUNCILLOR MICHAEL MITCHELL

The council has now acknowledged, three years after the works were completed, that leaseholders were significantly overcharged for the works done under the Warm Dry and Safe programme at Pynnersmead and Denesmead, Herne Hill. Does the cabinet member understand the distress this has caused over a prolonged period to the leaseholders? What steps is she putting in place to make sure this does not recur with any future housing capital works?

33. QUESTION TO THE DEPUTY LEADER AND CABINET MEMBER FOR HOUSING FROM COUNCILLOR ELIZA MANN

What criteria does the council apply to recognise a Tenants and Residents Association?

Item No. 5.1	Classification: Open	Date: 14 March 2018	Meeting Name: Council Assembly
Report title:		Members' Motions	
Ward(s) or groups affected:		All	
From:		Proper Constitutional Officer	

BACKGROUND INFORMATION

The councillor introducing or “moving” the motion may make a speech directed to the matter under discussion. This may not exceed five minutes¹.

A second councillor will then be asked by the Mayor to “second” the motion. This may not exceed three minutes without the consent of the Mayor.

The meeting will then debate the issue and any amendments on the motion will be dealt with.

At the end of the debate the mover of the motion may make a concluding speech, known as a “right of reply”. If an amendment is carried, the mover of the amendment shall hold the right of reply to any subsequent amendments and, if no further amendments are carried, at the conclusion of the debate on the substantive motion.

The Mayor will then ask councillors to vote on the motion (and any amendments).

IMPLICATIONS OF THE CONSTITUTION

The constitution allocates responsibility for particular functions to council assembly, including approving the budget and policy framework, and allocates to the cabinet responsibility for developing and implementing the budget and policy framework and overseeing the running of council services on a day-to-day basis. Therefore any matters that are reserved to the cabinet (i.e. housing, social services, regeneration, environment, education etc) cannot be decided upon by council assembly without prior reference to the cabinet. While it would be in order for council assembly to discuss an issue, consideration of any of the following should be referred to the cabinet:

- to change or develop a new or existing policy
- to instruct officers to implement new procedures
- to allocate resources.

Note: In accordance with council assembly procedure rule 2.10 (7) & (8) (prioritisation and rotation by the political groups) the order in which motions appear in the agenda may not necessarily be the order in which they are considered at the meeting.

¹ Council assembly procedure rule 1.14 (9)

1. **MOTION FROM COUNCILLOR DAVID NOAKES** (Seconded by Councillor Adele Morris)

Busking on Bankside

1. Council assembly notes:
 - a) The dramatic increase in footfall alongside Bankside that has occurred over the last 20 years, driven by the opening of the Globe, Tate Modern, the Millennium Bridge and the ongoing redevelopment of the riverside area.
 - b) That Bankside was, and remains, a residential area with longstanding residents in Falcon Point, Bankside & Gallery Lofts, the Bankside houses and Clink Street, plus newer developments in Benbow House, 20 New Globe Walk and the Bear Pit.
2. Council acknowledges:
 - a) The tireless campaigning of many Bankside residents to find a solution to the busking noise related issues and the work of various council officers and partners from other stakeholders including Better Bankside, the Tate Modern and Bankside Residents Forum.
 - b) That the massive increase in visitors and tourists has attracted buskers to the area, many of whom use amplification in their performances
 - c) That the impact of this noise nuisance on a daily basis, sometimes exceeding 12 hours a day, has a detrimental impact on the residential amenity of those who live and work in Bankside, and for some residents on their physical and mental wellbeing.
 - d) That this problem has existed for over 14 years and that various initiatives by the council and other partners to introduce a designated licensed area, participate in the Busk in London trial and do piecemeal enforcement has not delivered an effective solution to the issue of noise pollution.
 - e) That a new approach to this problem needs to be pursued that looks at the land ownership and management of the river walk, the new anti-social behaviour powers contained in the Anti-Social Behaviour, Crime and Policing Act 2014 and/or the use of existing or new bye laws.
3. Council resolves:
 - a) To implement an effective solution within 12 months of this motion, using one or more of the options above, that will result in the banning of amplified music or other amplified busking activities at all times, and investigate a ban on all music and noise related busking.

- b) To make a commitment to setting a time of day beyond which no busking is allowed within a given radius of residential properties, should non-amplified busking not be banned.
- c) To also commit to identifying a stream of resources from the council's own funds, or to support communities to access local Community Infrastructure Levy (CIL) or section 106 monies to ensure effective enforcement of the new restrictions for a minimum of 2-3 years following their introduction, and to identify longer term funding in the future.

Note: If the motion is agreed, any proposals will be submitted to the cabinet for consideration.

2. MOTION FROM COUNCILLOR HELEN DENNIS (Seconded by Councillor Evelyn Akoto)

Improving mental health and wellbeing in Southwark

1. Council assembly notes that two million Londoners experience poor mental health, which equates to 62,500 people in each borough, and that London's suicide rate increased by 33 per cent from 552 to 735 incidents between 2014 and 2015 – the highest figure recorded by the Office for National Statistics since records began.
2. Council assembly understands that employment for Londoners with a mental health problem is 31 per cent lower than the UK average and that the financial cost of mental ill-health is approximately £700 million for each London borough.
3. Council assembly reaffirms its commitment to approach mental health and wellbeing as a key priority and to work collaboratively with partners within and outside the borough to address and tackle mental ill-health across our communities.
4. Council assembly welcomes the Mental Health and Wellbeing Strategy jointly developed by the council and Southwark Clinical Commissioning Group that was agreed by both organisations in January 2018.
5. Council assembly resolves to call on cabinet to commit to support and work with Thrive LDN, and develop the Mental Health and Wellbeing Strategy, to:
 - a) Create a citywide movement for all Londoners that empowers individuals and communities in our borough to lead change, address inequalities that lead to poor mental health and create their own ways to improve mental health.
 - b) Following on from the examples set by Harrow Thrive and Black Thrive in Lambeth, look in to localising Thrive LDN to Southwark by exploring the practicalities of establishing a local Thrive hub that responds to local needs.

- c) Work with Thrive LDN and the Mental Health Foundation to develop a pilot programme on an estate to develop new approaches to improving mental health well-being.
- d) Examine new methods to support more people in Southwark to access a range of activities that help them to maintain good mental health and wellbeing.
- e) Work closely with partners across Southwark to end mental health stigma and discrimination.
- f) Build on the great work happening across London to engage children and young people in mental health by helping Thrive LDN to develop training and resources for youth organisations, schools and student societies.
- g) Support employers to make mental health and wellbeing central to the workplace.
- h) Work with partners to explore new ways to access services and support, and consider the use of digital technologies to promote mental health and improve information about accessing support.
- i) Work with partners and build on the excellent work being done across the borough to reduce suicides in Southwark. We welcome the vision in the Southwark Suicide Prevention Strategy to reduce suicide, attempted suicide and self-harm in Southwark to among the lowest rates in London, and to work towards this ambition by ensuring that the number of suicides across the borough decreases by at least 10% by 2023.

Note: If the motion is agreed, any proposals will be submitted to the cabinet for consideration.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Member Motions	Constitutional Team 160 Tooley Street London SE1 2QH	Andrew Weir 020 7525 7222

AUDIT TRAIL

Lead Officer	Chidilim Agada, Head of Constitutional Services
Report Author	Virginia Wynn-Jones, Principal Constitutional Officer
Version	Final
Dated	1 March 2018

Item No. 6.1	Classification: Open	Date: 14 March 2018	Meeting Name: Council Assembly
Report title:		Changes to Community Council Boundaries	
Ward(s) or groups affected:		All wards	
From:		Constitutional Steering Panel	

RECOMMENDATION

1. That council assembly amend article 8 of the council's constitution to establish five community councils composed with wards as set out in paragraph 12 and Appendix 1, to take effect after the council election in May 2018.
2. Following the election, that members be invited to make proposals for changes to community council boundaries to be considered at council assembly in November 2018.

BACKGROUND INFORMATION

3. Community council areas are defined in article 8 of the council's constitution. Each ward falls within a community council area and the members from those wards make up the community council. Council assembly has agreed that there are five community council areas.
4. Article 8 of the constitution sets out composition of community councils. The current composition is set out below.

Name of community council	Members from electoral wards serving on Community councils
Bermondsey and Rotherhithe	Grange, Livesey (north of Old Kent Road), Riverside, Rotherhithe, South Bermondsey and Surrey Docks wards.
Borough, Bankside and Walworth	Cathedrals, Chaucer, East Walworth, Faraday and Newington wards.
Camberwell	Brunswick Park, Camberwell Green and South Camberwell wards.
Dulwich	College, East Dulwich and Village wards.
Peckham and Nunhead	Livesey (south of Old Kent Road), Nunhead, Peckham, Peckham Rye and The Lane wards.

5. The Local Government Boundary Commission for England (LGBCE) has reviewed ward boundaries in Southwark, and these new boundaries will come into force in May 2018 at the time of local government election.
6. At the annual meeting of council assembly on 21 May 2018, members will be asked to establish community councils and elect chairs for those committees. As the council will then be formed on new ward boundaries, a constitutional amendment will be required to change the composition of the new community council areas. The approval of community council composition (electoral wards serving on community councils) is a matter reserved for decision by council assembly. In Southwark, the constitutional steering panel (CSP) must consider any changes to the constitution before the decision is referred to council assembly.

KEY ISSUES FOR CONSIDERATION

7. After the election, a new council will have been elected and the new members will then want to take a view on the shape and composition of community councils using the new ward boundaries. The new council may also want to consider if any other changes are appropriate. Any proposals are then subject to a vote at council assembly as this is a matter reserved for the full council.
8. In order to give members of the newly elected council adequate time to consider community council composition and to properly input their views into any proposals, officers propose that the decision on final composition be delayed until November 2018.
9. However, to ensure that there is not a gap in community representation, and a smooth transition into a new council, it is recommended that community councils are established which match the new ward boundaries to the existing boundaries as closely as possible. To do this, officers propose that boundaries be redrawn using the following criteria:
 - To retain the five community council areas
 - To keep boundaries as close to current boundaries
 - To reflect the borough's communities as far as possible
10. These criteria should ensure no substantial additional financial pressures on the council by increasing number of community council areas. It will also ensure that there are areas which make sense to the public by matching the new boundaries as close to the current boundaries as far as possible. The current and proposed new boundaries are demonstrated in Appendix 2.
11. Proposed option for consideration

Name of community council	Members from electoral wards serving on Community councils
Bermondsey and Rotherhithe	London Bridge & West Bermondsey, North Bermondsey, South Bermondsey, Old Kent Road (North), Rotherhithe and Surrey Docks wards.
Borough, Bankside and Walworth	Borough & Bankside, St George's, Chaucer, Newington, North Walworth and Faraday wards.
Camberwell	Camberwell Green, St Giles and Champion Hill wards.
Dulwich	Goose Green, Dulwich Village, Dulwich Hill and Dulwich Wood wards.
Peckham and Nunhead	Old Kent Road (South), Peckham, Rye Lane, Nunhead & Queen's Road and Peckham Rye wards.

12. As this measure does result in a discrepancy in number of members in each area, and also results in the split down the Old Kent Road that the current composition has, it is proposed that this is an interim measure until November 2018, by which time members will have had the opportunity to bring forward their considered proposals to be in place for the remainder of the term.
13. After the May 2018 elections, CSP could recommend options for council assembly to consider at the November 2018 meeting.
14. Community councils have both executive and non-executive powers and are considered area committees. As regards its executive functions, these are enabled by section 9E of the Local Government Act 2000 together with s102 of the Local

Government Act 1972. The definition of an area committee in these provisions is:

- a) the committee is established to discharge functions in respect of part of the area of the authority, and
 - b) the members of the committee or sub-committee who are members of the authority are elected for electoral divisions or wards which fall wholly or partly within that part.
15. As regards its non-executive functions (in accordance with regulation 16A of the Local Government (Committees and Political Groups) Regulations 1990) the Council needs to ensure in addition to the above requirements that
- i) the area of the part of the authority for which the area committee is responsible does not exceed two-fifths of the total area of the authority, and that
 - ii) the population of that part, as estimated by the authority, does not exceed two-fifths of the total population of the area of the authority as so estimated.
16. Officers have considered these proposals in relation to the statutory requirements, and are satisfied that they are consistent with them.

Community impact statement

17. The roles and functions of community councils include the promotion of involvement of local people in the democratic process. Community councils take decisions on local matters including environmental improvement and community safety as well as consultation on a wide range of policies and strategies that affect the area.
18. An explicit objective within community council is that they be used to actively engage as widely as possible with, and bring together, Southwark's diverse local communities on issues of shared mutual interest.
19. The changes to current boundaries will still enable all Southwark residents to be able to participate in a community council, although it will mean that for some people that this will be a different one.
20. In fulfilling the above objectives that community councils have of bringing together and involving Southwark's diverse local communities, consideration has also been given to the council's duty under the Equality Act 2010 which requires the council to have due regard when taking decisions to the need to:
- a) Eliminate unlawful discrimination, harassment, victimisation or other prohibited conduct
 - b) Advance of equality of opportunity between persons who share a relevant protected characteristic and those who do not share it
 - c) Foster good relations between those who share a relevant protected characteristic and those that do not share it.
21. The relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation.
22. Having due regard to the need to advance equality of opportunity is further explained by the Act, which states that it involves

- Removing or minimising disadvantages connected with a relevant protected characteristic.
 - Taking steps to meet the different needs of persons who share a relevant protected characteristic.
 - Encouraging persons who share a relevant protected characteristic to participate in public life or any other activity in which they are under-represented.
23. Due consideration was given to this duty during this process and no adverse impact on any group with a protected characteristic was evident.

Resource implications

24. There are no resource implications.

Consultation

25. The constitutional steering panel has been consulted.

Financial implications

26. There are no financial implications.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Director of Law and Democracy

27. Relevant references to the council's constitution and to the legal framework and requirements have been identified in the report.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
None		

APPENDICES

No.	Title
Appendix 1	Proposed new community council boundaries
Appendix 2	New/current community council boundaries comparison

AUDIT TRAIL

Lead Officer	Stephen Douglass, Director of Communities	
Report Author	Forid Ahmed, Community Council Team Leader	
Version	Final	
Dated	28 February 2018	
Key Decision	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments sought	Comments included
Director of Law and Democracy	Yes	Yes
Strategic Director of Finance and Governance	Yes	No
Strategic Director of Housing and Modernisation	No	No
Cabinet member	Yes	No
Date final report sent to Constitutional Team	28 February 2018	



Boundary alignments and names shown on the mapping background may not be up to date. They may differ from the latest boundary information supplied as part of this notice.

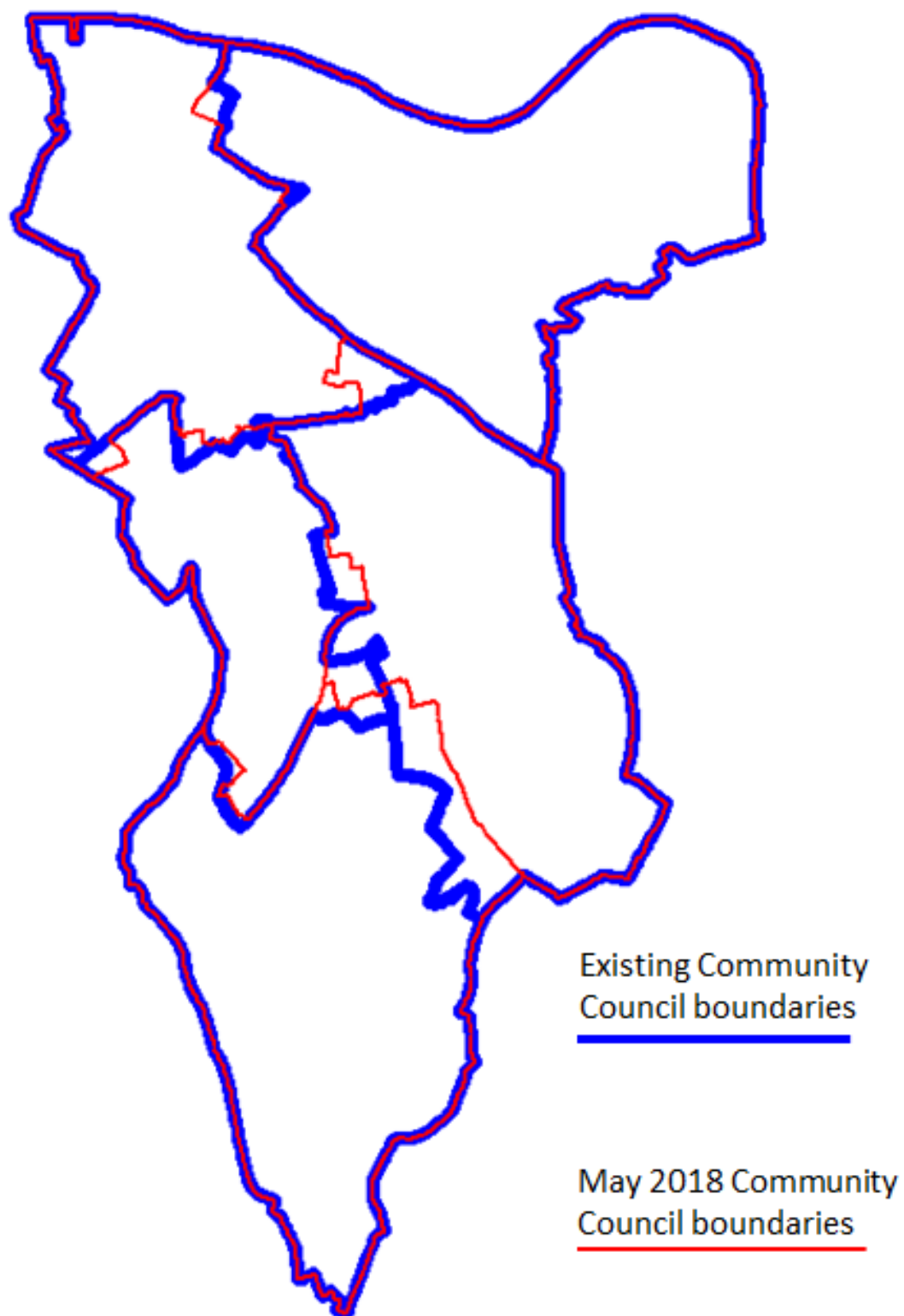
The Local Government Boundary Commission for England will recommend a final set of ward boundaries for the London Borough of Southwark in July 2018. The Commission will also recommend a final set of ward names. The Commission's recommendations will be subject to a public consultation period.

THE LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND
ELECTORAL REVIEW OF SOUTHWARK
Final recommendations for ward boundaries in the London Borough of Southwark July 2018

KEY

- LONDON BOROUGH COUNCIL BOUNDARY
- PROPOSED WARD BOUNDARY
- PROPOSED WARD NAME

Scale: 1:10,000



Item No. 6.2	Classification: Open	Date: 14 March 2018	Meeting Name: Council Assembly
Report title:		Member Allowances Scheme 2018-2019	
Ward(s) or groups affected:		All	
From:		Constitutional Steering Panel	

RECOMMENDATIONS

1. That council assembly approve the Member Allowances Scheme for 2018-2019 with effect from 1 April 2018 (see Appendix 1), having regard to the advice of the London Councils Independent Remuneration Panel Report 2018 (see Appendix 2).

BACKGROUND INFORMATION

Legal background

2. Under Section 18 of the Local Government and Housing Act 1989, the Secretary of State may make regulations authorising or requiring councils to make a scheme providing for the payment of allowances to members.
3. The council is required under the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) to agree on an annual basis a schedule of Allowances payable to members for the following financial year. Under the regulations, when making or amending a scheme, the council is required to have regard to the recommendations of an Independent Remuneration Panel (section 19).
4. The council is required, if it wishes to pay such allowances, to adopt a Member Allowances Scheme on an annual basis with effect from 1 April each year.
5. The council must publish its scheme of members' allowances, dealing with basic allowances and special responsibility allowances. Payments to members of the council may only be made in accordance with this.

Current scheme and process for review

6. Southwark's member allowances scheme is comprehensive and includes basic allowances, special responsibility allowances (for posts which carry specific responsibilities) and other allowances and expenses that may be claimed.
7. The proposed member allowances scheme for 2018-2019 is based on the current scheme, which was adopted by council assembly on 22 March 2017 for 2017-2017 and amended on 12 July 2017. The council agreed its scheme, having considered the recommendations of the constitutional steering panel and having taken into account the London Councils Independent Remuneration Panel's 2014 report.
8. The proposed Member Allowances Scheme for 2018-2019 does not change the allowance rates from those agreed in 2017-18. This includes the following previous recommendations:

- 12 July 2017, council assembly agreed a revision to the Member Allowances Scheme with regard to arrangements for payment and leave made during periods of absence for members in receipt of special responsibility allowances.
 - 16 March 2016, council assembly agreed an addition to the Member Allowances Scheme to include payment to cabinet members for loss of office.
 - 21 January 2015, council assembly agreed the following:
 - i) That the basic allowance and special responsibility allowances be increased in accordance with the Independent Remuneration Panel recommendation for allowances to be adjusted in line with the local government officer pay settlement and that the licensing sub-committee payment and co-opted member's allowance be increased on the same basis.
 - ii) That the member allowances scheme be amended so in future years the level of the childcare and dependent carers allowances for councillors is automatically reviewed in line with changes in the London Living Wage.
9. Council assembly is under a statutory duty to have regard to the advice of the London Councils Independent Remuneration Panel Report when considering the council's own scheme for member allowances.
10. In Southwark, the constitutional steering panel considers and recommends any changes to the member allowances scheme to council assembly for final adoption. The approval of the scheme and the setting of allowances are matters reserved for decision by council assembly.

KEY ISSUES FOR CONSIDERATION

London Councils Independent Remuneration Panel Report 2018

11. 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 and January 2018. The regulations require a review of the scheme every four years as a minimum. The January 2018 report is the current review. A full copy of the report is set out in Appendix 2.

Basic and special responsibility allowances

12. The principle of pegging the basic allowance and special responsibility allowances in line with the annual local government pay settlement is already recognised in the council's member allowances scheme following the council assembly decision of 21 January 2015. The licensing sub-committee meeting payments and co-opted member allowance will be increased on the same basis.

13. The outcome of the 2016-18 local government pay settlement reported in May 2016 is for a 1% increase payable from 1 April 2016 to 31 March 2017 and a further 1% increase payable from 1 April 2017 to 31 March 2018.
14. The scheme has been drafted on the basis that the council still wishes to pay the current basic and special responsibility allowances.

Community impact statement

15. No changes are currently proposed to the member allowances scheme. Any changes to the scheme are published on the council's website.

Resource implications

16. The member expenditure budget makes provision for the basic allowance and special responsibility allowances. There is no proposed increase in allowances.

Legal implications

17. The council is under a duty to adopt a scheme of members' allowances by virtue of section 18 of the Local Government and Housing Act 1989 and relevant regulations. It may only pay allowances in accordance with such a scheme. Members are reminded of the need to have regard to the guidance issued in relation to members' allowance, which is referred to in the report of the London Councils Remuneration Panel attached (Appendix 2).
18. There is a general rule that members may not usually vote on matters in which they have a disclosable pecuniary interest. However decisions relating to the member allowances scheme are an exception to this general principle, and members may vote on this issue. A dispensation has been granted by the monitoring officer.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Member Allowances Scheme, Southwark Constitution: http://moderngov.southwark.gov.uk/documents/s73935/Member%20Allowances%20Scheme%20March%202017.pdf	Constitutional Team 160 Tooley Street, London SE1 2QH	Constitutional Team constitutional.team@southwark.gov.uk 020 7525 7055

APPENDICES

Appendix	Title
Appendix 1	Southwark's Member Allowances Scheme
Appendix 2	London Council Remuneration Panel Report 2018

AUDIT TRAIL

Lead Officer	Doreen Forrester-Brown, Director of Law and Democracy	
Report Authors	Chidilim Agada, Head of Constitutional Services	
Version	Final	
Dated	28 February 2018	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments Included
Director of Law and Democracy	Yes	
Strategic Director of Finance and Governance	Yes	Yes
Cabinet Member	No	No
Date final report sent to Constitutional Team	28 February 2018	

MEMBER ALLOWANCES SCHEME

Introduction

1. The Local Government and Housing Act 1989 and the Local Authorities (Members' Allowances) (England) Regulations 2003 require authorities to make a scheme for payment of allowances to councillors. The regulations do not limit the amount that can be paid.
2. Before making, amending or reworking its allowance scheme, the council is required to have regard to the recommendations of an independent remuneration panel. The council is not, however, bound to adopt all or any of the panel's recommendations provided it has given them due consideration and is satisfied that it has justifiable reasons for not doing so. For this authority the relevant independent panel is the London Councils Panel.
3. On 22 March 2017, the council agreed its member allowances scheme, having considered the recommendations of the constitutional steering panel and having taken into account the London Councils Independent Remuneration Panel's 2014 report. This scheme will cover a period from 1 April 2017 to 31 March 2018.

Basic allowance

4. Each member of the council is entitled to receive the annual basic allowance of £11,049. This is paid on a monthly basis rather than as a lump sum.

Special responsibility allowance

5. The council has decided to pay special responsibility allowances (SRAs) to those members whom it considers to have special responsibilities for the discharge of the council's functions. This allowance is in addition to the basic allowance. No member may receive more than one SRA.

Where the leader of the council has appointed two members to the cabinet in a job share, the SRA is split between the members with 50% payable to each member.

The list of SRAs payable is set out below:

Band 1a	SRA
Chair audit & governance committee	£2,888
Deputy leader majority opposition	£2,888
Leader minority opposition	£2,888
Opposition whip	£2,888
Vice-chair overview & scrutiny committee	£2,888
Deputy cabinet member	£2,888

Band 1b	SRA
Deputy Mayor	£8,712

Band 1b	SRA
Chair community council	£8,712
Scrutiny sub-committee chair	£8,712
Planning sub-committee chair	£8,712

Band 2a	SRA
Chair planning committee	£15,065
Chair licensing committee	£15,065
Chief whip	£15,065
Leader majority opposition	£15,065

Band 2b	SRA
Mayor	£23,593
Chair overview & scrutiny committee	£23,593

Band 3	SRA
Cabinet member	£35,033
Deputy leader	£35,033

Band 4	SRA
Leader	£52,194

6. The level of allowance paid to a band 3 or band 4 member is dependent on the average number of hours per week the member is employed elsewhere, as set out below:
- less than 11 hours elsewhere, full SRA
 - 11 to 24 hours elsewhere, two thirds SRA
 - more than 24 hours elsewhere, one third SRA.

Where cabinet members are appointed in a job share, the average number of hours employed elsewhere are doubled.

Licensing committee

7. Ordinary members of a licensing sub-committee will receive a payment of £121.98 per meeting attended.

Members will be selected to attend the sub-committee in accordance with a system of rotation agreed by members of the licensing committee which ensures all members have an equal opportunity to attend.

Where a sub-committee is cancelled, ordinary members summonsed to sub-committee meetings will be eligible for the attendance payment unless a cancellation notice is sent by 10.00am on the second working day prior to the date of the meeting, thereby giving one clear working day's notice.

Ordinary members attending the licensing committee will not be eligible for the attendance payment.

Travel allowance

8. Councillors (and co-optees receiving a special responsibility allowance) may only claim travel expenses necessarily incurred in carrying out their approved duties outside the borough, subject to the following exceptions:
- Members with mobility difficulties are able to claim the cost of travel when on council business

- Members are able to claim for taxis home after council meetings ending after 9.00pm in summer (BST) and 7.00pm in winter (GMT)
- It is noted that when undertaking civic duties, the Mayor and the Deputy Mayor may be required to use taxis when other forms of transport are unavailable. Similarly cabinet members may on occasions need to take taxis to allow them to efficiently and effectively perform their approved duties, e.g. to enable them to attend back to back meetings.
- Non statutory co-optees (who do not receive an allowance) can claim their travel expenses.

A full list of approved duties is set out in paragraph 27 below.

9. Members cannot reclaim expenses they have incurred due to:
 - a) congestion charges, including fines or penalties
 - b) parking/clamping fines.
10. For public transport, receipts must be produced in respect of all claims. Members using their own transport may submit mileage claims. The maximum rates per mile are set out below.
11. The following is a summary of the conditions, and has been excerpted and adapted from those which apply to officers.

Car users

12. Casual car users allowances – general conditions:
 - Public transport must be used on all appropriate occasions, e.g. where more economic, timely etc
 - Members should not use their own cars when there is room in one of the local authority's cars or in the car of another member making the same journey on the same business. As far as possible journeys over the same route should be arranged so as to synchronise
 - All official mileage has to be recorded
 - Members shall have included and maintain in their insurance policy a clause indemnifying the local authority against all third party claims (including those concerning passengers) arising out of the use of the vehicle on official business
 - Members must ensure that the car they are travelling in has current insurance and MOT certificates and are encouraged to ensure that their car has passed emission checks:
 - For cars less than three years old, annually
 - For cars three years and above, twice yearly.
13. The national joint council reviews the rates payable to staff on an annual basis. The current rates are set out below. There are three bands of allowance according to the cubic capacity of the car: 451-999 cc; 1000-1199 cc; 1200 cc and above.

Casual Users	451-999 cc	1000-1199 cc	1200 cc and above
Per mile-first 8,500 miles	46.9 pence	52.2 pence	65.0 pence
Per mile-after 8,500 miles	13.7 pence	14.4 pence	16.4 pence

Motorcycles and mopeds

There are five bands of allowance according to the engine size of the motorcycle: the rates are set out below:

Engine Size (cc)	
Up to 150	9 pence per mile
151 – 244	14 pence per mile
245 – 500	17 pence per mile
501 – 999	23 pence per mile
1000+	27 pence per mile

Pedal cycles

A monthly cycle allowance is payable to councillors, independent and co-opted members who use their own cycles in connection with their official duties. The rate is currently £20 per month. Members must notify the proper constitutional officer of their intention to claim this allowance as unlike other travel allowances it is not paid as an expense. Except in circumstances agreed by the proper constitutional officer members in receipt of the cycle allowance may not claim other travel allowances. Except in circumstances agreed by the proper constitutional officer members who have taken advantage of the Bikes4Work scheme are required to use their cycle for normal council business whether they claim the cycle allowance or not and will not be eligible to claim other travel allowances.

Subsistence allowance

14. Subsistence allowance may be claimed in respect of approved duties, except where food is provided, if they involve an absence from the normal place of residence exceeding four hours in total which includes one hour travelling time.
15. Claims are subject to the following maximum, which are the same for members as they are for officers:

Breakfast	£6.05
Lunch	£8.34
Evening Meal	£10.30

16. The amount to be reimbursed in respect of approved duties is the actual amount spent subject to the maximum figures quoted above. Receipts must be produced in respect of all claims.

Child-care and dependant carers allowance scheme

17. Members may claim this allowance against any costs they incur in arranging carers to look after dependants who cannot be left by themselves by reason of age or other special needs. The allowance may only be claimed in respect of approved duties and is subject to tax and national insurance deductions at personal rates.
18. The maximum rate claimable shall be set at the level of the London living wage rate set annually by the Living Wage Foundation and calculated by the Greater London Authority. The rate shall be reviewed annually so it keeps in line with changes to the London Living Wage and be reported to the chief executive.
19. The following criteria also apply:
 - payment is claimable in respect of children aged 15 or under or in respect of other dependants where there is medical or social work evidence that care is required
 - the allowance is not payable to a member of the claimant's own household

- the carer must be 18 or over (and not a spouse or partner/co-habitee of the member or a relative living at the same address)
- the claim shall cover the time spent at the meeting plus up to one hour for travel to and from the meeting
- the allowance will be paid upon submission of the claim form and accompanied by relevant receipts
- claims must be submitted within two months of the duty undertaken
- any dispute as to entitlement and any allegation of abuse will be referred to the audit, governance and standards sub-committee for adjudication.

Co-opted members

20. The following allowances are payable to co-opted members:
- a) All statutory co-optees (i.e. statutory co-optees to the education committee) should receive an annual allowance; this is £1,106
 - b) No statutory co-optees may receive more than one allowance under (a) above
 - c) That statutory co-optees should be subject to the same travel and subsistence claim regime as councillors, i.e. not able to claim for intra borough travel and subsistence except where one of the exceptions applies
 - d) Non-statutory co-optees should be able to claim reimbursement of travelling and subsistence expenses.
21. Co-optees may, in writing to the proper constitutional officer, elect not to receive allowances.
22. The allowance to education co-optees should be payable from the date of appointment.
23. Co-optees allowances are subject to the same index linking as members' allowances generally.
24. Co-optees do not receive the basic allowance.
25. If a co-opted member does not serve for the whole of the 12 month period, or become disqualified, they will only be entitled to pro-rata payments for the period(s) during which they were actually a serving co-opted member.
26. Both statutory and non-statutory co-opted members are entitled to claim dependant carer's allowance as set out in paragraphs 17 - 19.

Approved duties

27. For a member, an approved duty for the purpose of travel, subsistence and childcare and dependant carers allowances means:
- a) attendance at a meeting of the council or of any committee or sub-committee of the council
 - b) attendance at a meeting of a body to which the member has been nominated by the council or of any committee or sub-committee of such a body, provided they are a member of the body concerned
 - c) attendance at any other meeting, the holding of which is authorised by the council, or a committee or sub-committee of the council or a joint committee of the council, or a sub committee of such a joint committee,

- provided that it is a meeting to which members of at least two political groups have been invited
- d) attendance at a meeting of any association of authorities of which the council is a member
 - e) attendance at a meeting of the cabinet or of any of its committees
 - f) performance of any duty in connection with the discharge of a function of the authority empowering or requiring the inspection of premises
 - g) performance of any duty in connection with arrangements made by the authority for the attendance of pupils at special schools
 - h) any other duty approved by the council for the purpose of, or in connection with, the discharge of the functions of the council, or any of its committees or sub-committees
 - i) any duty for the purpose of or in connection with the discharge of the functions of the cabinet
 - j) attendance at neighbourhood forums that fall within the member's ward
 - k) attendance at tenants' council and leaseholders' council
 - l) attendance at licensing or planning committees as a ward representative.
28. No allowances can be claimed in respect of political group meetings, members' surgeries or attendance at college or school governing bodies.

Entitlement to allowances

29. Allowances are paid automatically in equal monthly instalments. If a member of the council does not serve for the whole of the year, becomes disqualified or ceases to be entitled to a special responsibility allowance (SRA), they will only be entitled to payments for the proportion of the number of days served in that year. Overpayment of SRAs for continuing members will be automatically deducted from the basic allowance. Other overpayments must be repaid to the authority. If the scheme is amended so as to affect entitlement any variation will be paid from an agreed date only. Retrospective payments will not be made to members who are no longer serving.

Waiving right to receive allowances

30. Members do not have to take their allowance(s) – if a member wishes to waive their right to receive a basic allowance, SRA, any other allowance, or part thereof, they must notify the proper constitutional officer in writing.

Claiming allowances

31. Claims for travel, subsistence, child-care and independent carers allowances must be submitted within two months of the duty undertaken and accompanied by relevant receipts. Claims submitted outside of the two month period may be put forward to the audit, governance and standards sub-committee for consideration.

Taxation and allowances

32. Allowances are not salaries but are subject to tax and national insurance as any allowance is considered as income. Any such deductions are subject to personal circumstances. Members should note that the council is unable to deal with personal tax enquiries on their behalf and should inform their tax office of any change in circumstances.

Publication of allowances

33. In accordance with the Local Authorities (Members Allowances) (England) Regulations 2003, the council is required to publish details of any basic and special responsibility allowances paid to councillors for the previous financial year, along with details of the allowances scheme which applied at that time. This statutory notice also includes details of subsistence, travel and carer's allowance. In addition the council publishes further information regarding members' expenses. Any payments to cabinet members for loss of office will also be published.

Withholding allowances

34. The audit, governance and standards sub-committee may withdraw allowances from individual members (including co-opted members) in whole or in part for non-attendance at meetings, or, for elected members only, for failure to attend required training. Withheld allowances are not repayable / recoverable.
35. Audit, governance and standards sub-committee may also consider the withdrawal of allowances for a member given approval by council assembly for a failure to attend, subject to a referral being made by council assembly.

Amendments to the allowances scheme

36. Allowances will be adjusted in line with the national local government officer pay settlement and allowances for officers¹. This includes basic allowance, SRA levels, licensing payments and co-opted member allowances.
37. Travel and subsistence allowances will be amended in line with changes to allowances for officers.
38. Dependant carer's allowance shall be set at the level of the London living wage rate set annually by the Living Wage Foundation and calculated by the Greater London Authority. The rate shall be reviewed annually so it keeps in line with changes to the London Living Wage and be reported to the chief executive.

Special leave arrangements

39. The special leave arrangement for members applies to all recipients of special responsibility allowances. Where SRAs are paid at a reduced level that level will apply during any special leave absence. Where members have elected not to receive their allowance no special leave payment will be made.
40. Where a period of special leave includes the annual meeting of council assembly and the member is not reappointed to a post attracting an SRA the special leave allowance will cease on the day following council assembly.

Maternity leave

41. The maternity leave arrangement will be for up to three months on full allowance. No additional allowance will be paid for absence beyond three months. Antenatal care is part of the normal arrangements for short term absence and is not affected by special leave arrangements.
42. Members are not eligible for Statutory Maternity Pay (SMP) if they are not employed elsewhere. The council cannot pay SMP.

¹ Index linking is to the general settlement rather than any special provision for particular groups of staff such as the low paid.

Adoption leave

43. The adoption leave arrangement will be for up to three months on full allowance. No additional allowance will be paid for absence beyond three months.

Paternity leave

44. The paternity leave arrangement will be for ten days paid absence and parental support absence of up to 13 weeks with no allowance.

Sick leave

45. The sick leave arrangement will be for up to six months full allowance in any 12 months.

Other special leave

46. Normal leave arrangements and emergency situations do not affect SRAs. Extended absence e.g. service abroad in the Territorial Army or jury service to be in line with officer guidelines.

Other arrangements

47. During any period for which special leave arrangements are in place any member who is appointed to deputise for the absent member who is not a member of the cabinet will be eligible for the full SRA payments due in the same period.
48. During any period for which special leave arrangements are in place any member who is appointed to deputise for an absent cabinet member will be eligible for a proportion of the SRA payments due in the same period, not exceeding nine tenths of the full SRA payment.

Payment to cabinet members for loss of office

49. Members entitled to a full band 3 or full band 4 SRA will be entitled to a payment for loss of office when they cease to be eligible for a full band 3 or 4 allowance.
50. Members must have served at least one year in cabinet to claim a payment for loss of office. Members are eligible to claim a payment for loss of office no more than once in any 4 year council term.
51. The level of payment is set at 4 weeks of the full band 3 or band 4 SRA plus 1 week for every year in continuous full time service. The maximum level any member can receive is 13 weeks of the full band 3 or band 4 SRA.
52. The audit, governance and standards committee (or its relevant sub-committee) will adjudicate on any dispute as to entitlement and any allegation of abuse, and shall be authorised to determine any reduction or withholding of a loss of office payment.

The Remuneration of Councillors in London 2018

Report of the Independent Panel



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Introduction

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 and 2014. It now comprises Sir Rodney Brooke CBE DL (Chair), Steve Bundred 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. We present our findings and recommendations in this report.

As a preparation for our work, we invited all London boroughs to give their views on the operation of the existing scheme. We are grateful for the feedback, which confirms that the existing London scheme of members' allowances is still fit for purpose. We make recommendations accordingly (**recommendations throughout the report are in bold type**). However, where issues have arisen from the comments we received, we have addressed them in this report.

The role of elected members

In our previous reports we reflected on the importance of the role of elected members. We repeat at Appendix B the job profile for councillors which we originally included in our 2010 report. The feedback we have received is that it continues to be appropriate.

The Local Governance Research Unit, based at Leicester Business School, recently launched a Councillor Commission as an independent review of the role and work of the councillor. The Commission's report points out that councillors oversee million-pound budgets, balancing complex financial pressures at a time of severe cutbacks in local authority spending, making decisions which will affect their areas for decades to come. In London each Borough Council is responsible for services crucial to its residents. Each has a revenue budget of up to £1.4bn as well as a substantial capital programme. The scale of their turnover and other financial activities are in many instances comparable with those of large publicly quoted companies.

Councillors are faced with unenviable choices. Demand for local authority services continues to grow. In particular, there is rapid growth in the number of old people with a corresponding increase in demand for social care. London itself faces acute housing problems. Councillors have an increased responsibility for health. Thus the strain on and competition for resources increase the demands made on elected members. The responsibilities and accountabilities are made clear after a tragedy like the Grenfell Tower fire.

The evidence we received confirms that the workload and responsibilities of councillors continue to increase and that their role has become more complex, and not only in the areas of social care, housing and health. There has been growth in the number of sub-regional meetings, partnerships and joint bodies (such as Boards for Health & Wellbeing and Safer Neighbourhoods) which require the commitment and time of leaders, cabinet members and front-line councillors. Partnership engagement makes great demands on councillors. There has been a marked increase in informal meetings, such as working groups, forums and community gatherings as well as formal meetings like local authority companies. The expectations of the public continue to rise.

While valuable to democracy, the use of social media adds to the pressure on councillors by increasing demands from their constituents in several different ways. Communication with councillors is not only easier but immediate. The public expects a speedy response, so that it is now more difficult for councillors in employment to deal with concerns as quickly as voters expect. Not only do social media make it easier for their constituents to get hold of councillors, but they also enable an isolated concern to become an organised campaign.

Recruitment of councillors

We received evidence that it is increasingly difficult to recruit people of quality who are prepared to stand for office as councillors. Though the low level of allowances was mentioned as a reason for this, a major disincentive is the time commitment required of a councillor. That time commitment (as well as finance) can make it difficult to combine the role with a job and a family life. As one councillor commented to the Leicester Business School Commission, 'Serving on outside bodies means that I am working every day of the week, weekends too'. As was pointed out in responses we received, the problem is exacerbated in London, where councillors are on the whole younger than in other parts of the country and often in employment. They also face substantially higher costs of living.

Though the time commitment may be the main disincentive to service as a councillor, it is important that, as far as reasonably possible, financial loss does not prevent people from becoming councillors. Allowances are not shown by polls to be something which influences councillors to take on the role, though they are instrumental in making it possible for some people to do so. Allowances should be set at a level that enables people to undertake the role of councillor, while not acting as an incentive to do so. If it is important that there are no financial incentives to being a councillor, it is equally important that there should not be a financial disincentive. It is clearly desirable that service as a councillor is not confined to those with independent means.

Since our last report the Government has removed the possibility of councillors joining the local government pension scheme. We believe that access to the pension scheme can be an important factor in making service as a councillor financially possible for a wider range of people. It is particularly significant for those who, like elected mayors, leaders and portfolio holders, give most or all of their time to service in local government and lose the opportunity to contribute to a pension scheme elsewhere. Loss of access to a pension scheme imposes a further financial penalty on councillors.

We do not repeat the arguments for appropriate remuneration for councillors which we have set out in our previous reports. We believe them to be self-evident. But we do repeat our belief in the importance of local democracy and the role of councillors within it.

The current financial and political climate

Because of the current financial climate, the local government pay settlement in recent years has been severely limited. Since our last report there have been three awards of 1%. Acutely sensitive to the current financial austerity, some boroughs have frozen members' allowances and failed to apply the pay awards to them. Indeed some boroughs have even reduced members' allowances.

Our recent reports have made no recommendations for increasing the levels of members' allowances other than continuing provision for annual adjustments in accordance with the annual local government pay settlement. As the Government-appointed Councillors' Commission pointed out in their 2007 report, the recommendations of the London Panel has led to some convergence of members' allowances across London. Indeed, the Councillors' Commission recommended a similar system for the country as a whole. Following our recommendations, there is now considerable congruity in the basic allowance made by London boroughs.

However, most London boroughs have not adopted our recommendations in their entirety and there remain substantial differences in the amount of special responsibility allowances. We fully recognise that now is not the time to contemplate a general increase in councillors' allowances. Nevertheless we hope that in the longer term the financial situation will permit further convergence of members' allowances around our recommendations.

Level of Basic Allowance

In our last report we recommended that there should be a Basic Allowance paid to every councillor of £10,703. Updated for the local government staff pay awards since then, the figure is now £11,045. Given the loss of pension rights; growth in the volume and complexity of the work of councillors; and the limited increase in the Basic Allowance since our last report, we believe that there is a strong case for considering a larger increase. The basic allowance is now less than the allowances paid by many similar authorities outside London. In Wales, for example, the government-

appointed commission sets the basic allowance at £13,400 for members of local authorities with populations which are generally substantially lower than those of London boroughs.

However we reluctantly accept that, in the current financial climate, it would be inappropriate to recommend a general increase in members' allowances (beyond the annual updating). Pegging an annual increase to staff pay awards will ensure that councillors can receive annual increases which are in line with those received by staff. **We therefore recommend that the Basic Allowance be set at £11,045.** We believe that it remains sensible to frame recommendations which are common across London.

Special Responsibility Allowances

Given the extent of the responsibilities of leaders of London boroughs, the Panel's first report in 2001 recommended that their remuneration should equate to that of a Member of Parliament. [Our recommendations for other special responsibility allowances are related to that recommended for leaders.]

Since then the increase in the remuneration of Members of Parliament has substantially exceeded the annual local government pay increase to which we tied the special responsibility allowance for the leader of a London borough. At the time of our last report an MP received a salary of £67,060 while our recommendation for a borough leader (increases having been restricted to the local government staff pay increases) was for total remuneration of £65,472, a difference of £1,588. Updated for the local government pay awards, our recommendation for the current total remuneration of a London borough leader would be £68,130. Meanwhile the salary of MPs has increased to £76,011, a difference of £7,881. Moreover MPs continue to be entitled to a pension as well as to sundry other benefits (such as termination payments) which are not available to leaders.

In our current consultation we enquired whether the remuneration of an MP remains a sound comparator to fix the remuneration of a borough leader. In general the responses agreed that the comparator was appropriate and, if anything, that the Leaders of London boroughs warranted a higher remuneration than an MP, because they had greater financial responsibility and legal burdens, and especially given the differential pension arrangements. Indeed one respondent authority suggested that the direct responsibilities of a Leader should command the salary of a Junior Minister.

We sympathise with the responses. Certainly the way in which MPs' remuneration has outpaced that of leaders would prompt a review of the Leaders' allowances had the Panel not had regard to the current stringent economic circumstances. For the same reasons which prompt us to peg the Basic Allowance, **we recommend that the special responsibility allowance for a Leader should be in accordance with our former recommendation, plus the subsequent local government staff pay awards, ie £57,085. We recommend the maintenance of its relation to other special responsibility allowances, as set out in the Appendix to this report.** Nevertheless we hope that parity of the remuneration of the Borough leaders with the remuneration of Members of Parliament will be restored when the economic situation eases and that the other Special Responsibility Allowances will then be adjusted accordingly.

Interpretation of the Scheme

The responses from the boroughs generally indicated no problems with interpretation of our recommendations, though many had adopted lower figures, especially for special responsibility allowances. We continue to believe that the scheme we propose is sufficiently flexible to accommodate the varying political management arrangements of different London boroughs. Specifically, we were asked for guidance on what percentage of councillors should receive a special responsibility allowance. **We reiterate our view that no more than 50% of councillors should receive a special responsibility allowance. We also continue to believe that no member should receive more than one special responsibility allowance though we accept that there might exceptionally be special circumstances where allocation of more than one Special Responsibility Allowance might be justified, eg where members undertake a number of different time-consuming roles such as sitting on licensing hearings.**

We were asked to give more detailed guidance on the roles allocated to different bands and whether these could be tied to the time commitment required of a role, expressed as a percentage of the time commitment of the Leader. However, we believe that the percentages we identify should be tied not only to time commitment but also to levels of responsibility.

Training and Support

The responsibilities of councillors are substantial, extensive and complex. We have mentioned the Grenfell Tower tragedy as a chilling instance of those responsibilities. **We believe that every borough should have an ongoing programme of member training and development and that members should be expected to participate. We believe that members should be provided with logistical and clerical support to help them deal with their workload.**

Barriers to being a councillor

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

We also repeat our belief 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

We continue to believe that 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 for a period of four years the allowances we recommend should be updated annually in accordance with the headline figure in the annual local government pay settlement.

We have been asked whether it is necessary for the annual updating to be formally authorised by the council each year. The Regulations do seem to make this obligatory.

Sir Rodney Brooke CBE DL

Steve Bundred

Anne Watts CBE

London, January 2018

Appendix A

Basic allowance £11,045

Special responsibilities – beyond the basic allowance

The case for special allowances

The reasons for payment of additional special responsibility allowances should be clearly set out in local allowances schemes. Special allowances should come into play only in positions where there are significant differences in the time requirements and levels of responsibility from those generally expected of a councillor.

Calculation of special allowances

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 and are explained below. We believe that the SRA, which the previous panel recommended for the leader of a London council (updated), continues to be appropriate.

Categories of special allowances

The regulations specify the following categories of responsibility for which special responsibility allowances may be paid:

- Members of the executive where the authority is operating executive arrangements
- Acting as leader or deputy leader of a political group within the authority
- Presiding at meetings of a committee or sub-committee of the authority, or a joint committee of the authority and one or more other authorities, or a sub-committee of such a joint committee
- Representing the authority at meetings of, or arranged by, any other body
- Membership of a committee or sub-committee of the authority which meets with exceptional frequency or for exceptionally long periods
- Acting as spokesperson of a political group on a committee or sub-committee of the authority
- Membership of an adoption panel
- Membership of a licensing or regulatory committee
- Such other activities in relation to the discharge of the authority's functions as require of the member an amount of time and effort equal to or greater than would be required of him by any one of the activities mentioned above, whether or not that activity is specified in the scheme.

Local discretion

It is for the councils locally to decide how to allocate their councillors between the different bands, having regard to our recommendations and how to set the specific remuneration within the band. They must have regard to our recommendations. We believe these should have the merits of being easy to apply, easy to adapt, easy to explain and understand, and easy to administer.

BAND ONE

The posts we envisage falling within band one include:

- Vice chair of a service, regulatory or scrutiny committee
- Chair of sub-committee
- Leader of second or smaller opposition group
- Service spokesperson for first opposition group
- Group secretary (or equivalent) of majority group
- First opposition group whip (in respect of council business)
- Vice chair of council business
- Chairs, vice chairs, area committees and forums or community leaders
- Cabinet assistant
- Leadership of a strategic major topic
- Acting as a member of a committee or sub-committee which meets with exceptional frequency or for exceptionally long periods
- Acting as a member of an adoption panel where membership requires attendance with exceptional frequency or for exceptionally long periods
- Leadership of a specific major project.

Remuneration

We propose that band one special responsibility allowances should be on a sliding scale of between 20 – 30 per cent of the remuneration package for a council leader.

This would be made up as follows:

Basic allowance: £11,045

Band One allowance: £2,582 to £9,397

Total: £13,627 to £20,442

BAND TWO

The types of office we contemplate being within band two are:

- Lead member in scrutiny arrangements, such as chair of a scrutiny panel
- Representative on key outside body
- Chair of major regulatory committee e.g. planning
- Chair of council business (civic mayor)
- Leader of principal opposition group
- Majority party chief whip (in respect of council business).

Remuneration:

We propose that band two allowances should be on a sliding scale between 40 – 60 per cent, pro rata of the remuneration package for a council leader.

This is made up as follows:

Basic allowance £11,045

Band two allowances: £16,207 to £29,797

Total: £27,252 to £40,842

BAND THREE

We see this band as appropriate to the following posts:

- Cabinet member
- Chair of the Health and Wellbeing Board
- Chair of the main overview or scrutiny committee
- Deputy leader of the council

Remuneration:

We propose that band three allowances should be between 70 – 80 per cent pro rata of the remuneration package for a council leader.

This is made up as follows:

Basic allowance: £11,045

Band three allowance: £36,917 to £43,460

Total: £47,962 to £54,505

BAND FOUR

Leader of cabinet

This is a full-time job, involving a high level of responsibility and includes the exercise of executive responsibilities. It is right that it should be remunerated on a basis which compares with similar positions in the public sector, while still retaining a reflection of the voluntary character of public service.

Remuneration:

We propose that the remuneration package for a council leader under band four of our scheme should be £68,130.

This is made up as follows:

Basic allowance: £11,045

Band four allowance: £57,085.

Total: £68,130

BAND FIVE

Directly elected mayor

A directly elected mayor has a full-time job with a high level of responsibility and exercises executive responsibilities over a fixed electoral cycle. It is right that it should be remunerated on a basis which compares with similar positions in the public sector, while still retaining a reflection of the voluntary character of public service. However we believe this post remains different to that of the strong leader with cabinet model. The directly elected mayor is directly elected by the electorate as a whole. The strong leader holds office at the pleasure of the council and can be removed by the council. We believe that the distinction is paramount and this should be reflected in the salary level.

Remuneration:

We propose that a directly elected mayor should receive a remuneration package of 25 per cent higher than that recommended for a council leader and that it should be a salary set at **£85,162**.

Appendix B

On behalf of the community – a job profile for councillors

Purposes:

1. To participate constructively in the good governance of the area.
2. To contribute actively to the formation and scrutiny of the authority's policies, budget, strategies and service delivery.
3. To represent effectively the interests of the ward for which the councillor was elected, and deal with constituents' enquiries and representations.
4. To champion the causes which best relate to the interests and sustainability of the community and campaign for the improvement of the quality of life of the community in terms of equity, economy and environment.
5. To represent the council on an outside body, such as a charitable trust or neighbourhood association.

Key Tasks:

1. To fulfil the statutory and local determined requirements of an elected member of a local authority and the authority itself, including compliance with all relevant codes of conduct, and participation in those decisions and activities reserved to the full council (for example, setting budgets, overall priorities, strategy).
2. To participate effectively as a member of any committee or panel to which the councillor is appointed, including related responsibilities for the services falling within the committee's (or panel's) terms of reference, human resource issues, staff appointments, fees and charges, and liaison with other public bodies to promote better understanding and partnership working.
3. To participate in the activities of an outside body to which the councillor is appointed, providing two-way communication between the organisations. Also, for the same purpose, to develop and maintain a working knowledge of the authority's policies and practices in relation to that body and of the community's needs and aspirations in respect of that body's role and functions.
4. To participate in the scrutiny or performance review of the services of the authority, including where the authority so decides, the scrutiny of policies and budget, and their effectiveness in achieving the strategic objectives of the authority.
5. To participate, as appointed, in the area and in service-based consultative processes with the community and with other organisations.
6. To represent the authority to the community, and the community to the authority, through the various forums available.
7. To develop and maintain a working knowledge of the authority's services, management arrangements, powers/duties, and constraints, and to develop good working relationships with relevant officers of the authority.
8. To develop and maintain a working knowledge of the organisations, services, activities and other factors which impact upon the community's well-being and identity.
9. To contribute constructively to open government and democratic renewal through active encouragement of the community to participate generally in the government of the area.
10. To participate in the activities of any political group of which the councillor is a member.
11. To undertake necessary training and development programmes as agreed by the authority.
12. To be accountable for his/her actions and to report regularly on them in accessible and transparent ways.

Appendix C

The independent panel members

Sir Rodney Brooke CBE DL had a long career in local government, including as chief executive of West Yorkshire County Council, Westminster City Council and the Association of Metropolitan Authorities. He was knighted in 2007 for his contribution to public service.

Steve Bundred was chairman of Monitor, chief executive of the Audit Commission and chief executive of the London Borough of Camden.

Anne Watts CBE has an extensive career in equality and diversity and governance that spans the private, voluntary and public sectors with organisations including the Open University, the University of Surrey, the Commission for Equality and Human Rights and Business in the Community. She chaired the Appointments Commission.

Item No. 6.3	Classification: Open	Date: 14 March 2018	Meeting Name: Council Assembly
Report title:		Council Assembly Dates and Calendar of Meetings 2018-19	
Ward(s) or groups affected:		All	
From:		Constitutional Steering Panel	

RECOMMENDATIONS

1. That council assembly agree the following dates for meetings of council assembly be fixed in the council calendar for the 2018-19 municipal year:

Council Assembly	Type of Meeting
Monday 21 May 2018 at 6.00pm (As agreed by 12 July 2017 council assembly)	Annual Meeting <i>Note: To be held jointly with Civic Awards Ceremony</i>
Wednesday 11 July 2018	Ordinary meeting
Wednesday 28 November 2018	Ordinary meeting
Wednesday 27 February 2019	Budget and council tax setting
Wednesday 27 March 2019	Ordinary meeting
Saturday 18 May 2019 <i>Note: Alternative date is Saturday 11 May 2019, however Southwark Cathedral is not available on this date</i>	Annual meeting <i>Note: To be held jointly with Civic Awards Ceremony</i>

2. That council assembly note the calendar of council meetings for the 2018-19 municipal year as shown at Appendix 1.

BACKGROUND INFORMATION

Council assembly dates

3. Council assembly procedure rules require that meetings shall take place on such dates as agreed by council assembly.
4. The proposed dates are based on the 2017-18 calendar of meetings and in line with the practice adopted at council assembly in July 2016 of five meetings per municipal year, which includes the annual council assembly meeting.

KEY ISSUES FOR CONSIDERATION

5. A schedule of council assembly meetings for the 2018-19 municipal year has been prepared and is shown at recommendation 1.
6. Council assembly is asked to formally agree these dates, in accordance with constitutional provision council assembly procedure rule 2.1.
7. A calendar of all council meetings for the 2018-19 municipal year (including council assembly meetings) has been prepared and is shown at Appendix 1. Appendix 2 is a list of all meetings for 2018-19 in a table format. This has been included as council assembly may welcome being able to view all dates at a snapshot.
8. The calendar (Appendix 1) includes the dates for school holidays, party conferences and other committed dates. Due to business demands of the service, certain meetings will meet more frequently, for example, cabinet, overview and scrutiny committee and planning committee. Cabinet procedure rule 2.1 requires that the cabinet should meet at least eight times per year; therefore cabinet meetings are scheduled in line with this requirement. Scrutiny sub-committees are included in the draft calendar, pending their establishment by the overview and scrutiny committee.
9. The draft calendar has been circulated to group whips and relevant officers and comments have been collated as received and appropriate amendments made. The meeting cycle and framework has been scheduled in accordance with the council's governance arrangements and the current referral mechanism.
10. In respect of meetings other than council assembly, this calendar is subject to amendments, additions and cancellations. The calendar is published on the council's website and is regularly updated throughout the year.
11. The early planning and scheduling of formal council meetings is a vital and integral part of the decision making process. This supports the efficient administration of the council.

Community impact statement

12. Publicising details of council and committee meetings will enable all stakeholders and the community to forward plan, should they wish to attend and, if appropriate, address those meetings, in accordance with the constitution. The constitution enables people, including the local community where relevant, to understand the role that they can play in the decision making of the council.

Resource implications

13. There are no direct resource implications in the context of this report.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

14. Any legal issues are outlined in the body of the report.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Southwark Constitution: http://moderngov.southwark.gov.uk/ieListMeetings.aspx?CId=425&Year=0	Council Offices, 160 Tooley Street, London SE1 2QH	Constitutional Team Email: constitutional.team@southwark.gov.uk Tel: 020 7525 7055

APPENDICES

Appendix	Title
Appendix 1	Council Calendar 2018-19
Appendix 2	Council Calendar 2018-19 (table format)

AUDIT TRAIL

Lead Officer	Chidilim Agada, Head of Constitutional Services	
Report Author	Chidilim Agada, Head of Constitutional Services	
Version	Final	
Dated	28 February 2018	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments Included
Director of Law and Democracy	Yes	Incorporated in the report
Strategic Director of Finance and Governance	No	No
Cabinet Member	No	No
Date final report sent to Constitutional Team	28 February 2018	

APPENDIX 1

DRAFT COUNCIL CALENDAR 2018/2019

	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY
May-18							
	Tue	1	Planning Committee		1800		
	Wed	2					
	Thur	3		LOCAL GOVERNMENT ELECTIONS			
	Fri	4					
	Sat	5					
	Sun	6					
	Mon	7		BANK HOLIDAY			
	Tue	8					
	Wed	9					
	Thur	10					
	Fri	11					
	Sat	12					
	Sun	13					
	Mon	14	Group meetings		1900		
	Tue	15					
	Wed	16					
	Thur	17					
	Fri	18					
	Sat	19					
	Sun	20					
	Mon	21	Council Assembly (Annual Meeting)		1800		
	Tue	22					
	Wed	23					
	Thur	24					
	Fri	25					
	Sat	26					
	Sun	27					
	Mon	28		BANK HOLIDAY			
	Tue	29		HALF TERM			
	Wed	30					
	Thur	31					
Jun-18							
	Fri	1					
	Sat	2					
	Sun	3					
	Mon	4	Planning Committee	<i>Notes: Development Management items and possible establishment of sub-committees, and appointment of chairs and vice-chairs,</i>	1800		
			Overview and Scrutiny Committee	<i>Note: (1) To establish any sub-committees and appoint chairs and vice-chairs</i>	1900		
	Tue	5	Community Council Chairs and Vice-Chairs		1900		

DRAFT COUNCIL CALENDAR 2018/2019							
	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY
	Wed	6	Audit, Governance and Standards		1900		
	Thu	7					
	Fri	8					
	Sat	9					
	Sun	10					
	Mon	11	Constitutional Steering Panel		1800		
	Tue	12	Cabinet		1600		
	Wed	13	Scrutiny Sub-Committee 1		1900		
			Planning Sub-Committee A		1900		
	Thu	14					
	Fri	15					
	Sat	16					
	Sun	17					
	Mon	18					
	Tue	19	Licensing Committee		1900		
	Wed	20	Community Council 3 (subject to change due to new ward boundaries)	<i>Note: executive functions and community engagement</i>	1900		
			Community Council 2 (subject to change due to new ward boundaries)	<i>Note: executive functions and community engagement</i>	1900		
	Thu	21					
	Fri	22					
	Sat	23					
	Sun	24					
	Mon	25	Community Council 1 (subject to change due to new ward boundaries)	<i>Note: executive functions and community engagement</i>	1900		
			Community Council 5 (subject to change due to new ward boundaries)	<i>Note: executive functions and community engagement</i>	1900		
	Tue	26	Community Council 4 (subject to change due to new ward boundaries)	<i>Note: executive functions and community engagement</i>	1900		
	Wed	27					
	Thu	28	Scrutiny Sub-Committee 2		1900		
	Fri	29					
	Sat	30					
	Jul-18						
	Sun	1					
	Mon	2	Group meetings	LGA ANNUAL CONFERENCE/EXHIBITION	1900		
	Tue	3	Planning Committee	LGA ANNUAL CONFERENCE/EXHIBITION	1800		
	Wed	4	Planning Sub-Committee B	LGA ANNUAL CONFERENCE/EXHIBITION	1830		
	Thu	5					
	Fri	6					
	Sat	7					
	Sun	8					
	Mon	9	Corporate Parenting Committee		1400		
			Scrutiny Sub-Committee 3		1900		
	Tue	10	Overview and Scrutiny Committee				

DRAFT COUNCIL CALENDAR 2018/2019									
	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY		
	Wed	11	Council Assembly	<i>Ordinary meeting</i>	1900				
	Thu	12							
	Fri	13							
	Sat	14							
	Sun	15							
	Mon	16	Planning Committee		1800				
	Tue	17	Cabinet		1600				
			Planning Sub-Committee A		1900				
	Wed	18	Audit, Governance and Standards committee		1900				
			Audit, governance and standards (Civic awards) sub-committee	Following the rise of the Audit, Governance and Standards committee					
	Thu	19							
	Fri	20							
	Sat	21		SCHOOL HOLIDAYS					
	Sun	22							
	Mon	23							
	Tue	24							
	Wed	25							
	Thu	26							
	Fri	27							
	Sat	28							
	Sun	29							
	Mon	30							
	Tue	31							
Aug 17									
	Wed	1							
	Thu	2							
	Fri	3							
	Sat	4							
	Sun	5							
	Mon	6							
	Tue	7							
	Wed	8							
	Thu	9							
	Fri	10							
	Sat	11							
	Sun	12							
	Mon	13							
	Tue	14							
	Wed	15							
	Thu	16							
	Fri	17							
	Sat	18							
	Sun	19							

DRAFT COUNCIL CALENDAR 2018/2019							
	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY
	Mon	20					
	Tue	21					
	Wed	22					
	Thu	23					
	Fri	24					
	Sat	25					
	Sun	26					
	Mon	27		BANK HOLIDAY			
	Tue	28					
	Wed	29					
	Thu	30					
	Fri	31					
Sep-18							
	Sat	1					
	Sun	2					
	Mon	3	Planning Committee		1800		
			Scrutiny Sub-Committee 1		1900		
	Tue	4	Planning Sub-Committee B		1830		
	Wed	5	Scrutiny Sub-Committee 3		1900		
			Community Council 4 (subject to change due to new ward boundaries)	<i>Note: community engagement only</i>	1900		
	Thu	6					
	Fri	7					
	Sat	8	Community Council 5 (subject to change due to new ward boundaries)	<i>Note: community engagement only</i>	1300		
			Community Council 1 (subject to change due to new ward boundaries)	<i>Note: community engagement only</i>	1300		
	Sun	9					
	Mon	10	Group meetings		1900		
			Community Council 2 (subject to change due to new ward boundaries)	<i>Note: community engagement only</i>	1900		
			Community Council 3 (subject to change due to new ward boundaries)	<i>Note: community engagement only</i>	1900		
	Wed	12	Scrutiny Sub-Committee 2		1900		
			Audit, Governance and Standards committee		1900		
	Thu	13					
	Fri	14					
	Sat	15		Liberal Democrats Party Conference			
	Sun	16					
	Mon	17					
	Tue	18	Cabinet		1600		
	Wed	19					
	Thu	20					
	Fri	21					
	Sat	22					
	Sun	23		Labour Conference			

DRAFT COUNCIL CALENDAR 2018/2019							
	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY
	Mon	24					
	Tue	25					
	Wed	26					
	Thu	27					
	Fri	28					
	Sat	29					
	Sun	30		Conservative Party Conference			
Oct-18							
	Mon	1	Group meetings		1900		
	Tue	2	Planning Sub-Committee A		1900		
	Wed	3	Leader and Cabinet Member Public Question Time	<i>Note: Alternative date is Wednesday 10 October 2018 subject to venue availability</i>	1900		
	Thu	4					
	Fri	5					
	Sat	6					
	Sun	7					
	Mon	8	Overview and Scrutiny Committee		1900		
	Tue	9	Planning Committee		1800		
	Wed	10	Leader and Cabinet Member Public Question Time	<i>Note: alternative date 3 October 2018 subject to venue availability</i>	1900		
	Thu	11					
	Fri	12					
	Sat	13					
	Sun	14					
	Mon	15	Scrutiny Sub-Committee 1		1900		
	Tue	16	Tri-Borough IT Committee		1830		
			Community Councils Chairs and Vice-Chairs		1900		
	Wed	17	Scrutiny Sub-Committee 2		1900		
	Thu	18					
	Fri	19					
	Sat	20					
	Sun	21					
	Mon	22		HALF TERM			
	Tue	23					
	Wed	24					
	Thu	25					
	Fri	26					
	Sat	27					
	Sun	28					
	Mon	29	Scrutiny Sub-Committee 3		1900		
	Tue	30	Cabinet		1600		
			Planning Sub-Committee B		1830		
	Wed	31	Community Council 5 (subject to change due to new ward boundaries)	<i>Note: community engagement only</i>	1900		

DRAFT COUNCIL CALENDAR 2018/2019							
	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY
			Community Council 1 (subject to change due to new ward boundaries)	<i>Note: community engagement only</i>	1900		
Nov-18							
	Thu	1					
	Fri	2					
	Sat	3					
	Sun	4					
	Mon	5	Corporate Parenting Committee		1400		
			Licensing Committee		1900		
	Tue	6	Planning Committee		1800		
	Wed	7	Constitutional Steering Panel		1800		
	Thu	8					
	Fri	9					
	Sat	10	Community Council 2 (subject to change due to new ward boundaries;tbc)	<i>Notes: (1) alternative date Wed 14 Nov 2018, (2) community engagement only</i>	1300		
			Community Council 3 (tbc; subject to change due to new ward boundaries)	<i>Notes: (1) alternative date Wed 14 Nov 2018, (2) community engagement only</i>	1300		
	Sun	11					
	Mon	12	Overview and Scrutiny Committee		1900		
	Tue	13	Community Council 4 (subject to change due to new ward boundaries)		1900		
	Wed	14	Community Council 3 (tbc; subject to change due to new ward boundaries)	<i>Notes: (1) alternative date Sat 10 Nov 2018, (2) community engagement only</i>	1900		
			Community Council 2 (tbc; subject to change due to new ward boundaries)	<i>Notes: (1) alternative date Sat 10 Nov 2018, (2) community engagement only</i>	1900		
	Thu	15					
	Fri	16					
	Sat	17					
	Sun	18					
	Mon	19	Group Meetings		1900		
	Tue	20	Planning Sub-Committee A		1900		
	Wed	21	Audit, Governance and Standards committee		1900		
	Thu	22					
	Fri	23					
	Sat	24					
	Sun	25					
	Mon	26	Scrutiny Sub-Committee 1		1900		
	Tue	27					
	Wed	28	Council Assembly	<i>Ordinary meeting</i>	1900		
	Thu	29					
	Fri	30					
Dec-18							
	Sat	1					

DRAFT COUNCIL CALENDAR 2018/2019

DRAFT COUNCIL CALENDAR 2018/2019							
	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY
	Sun	2					
	Mon	3	Scrutiny Sub-Committee 3		1900		
	Tue	4	Planning Committee		1800		
	Wed	5	Scrutiny Sub-Committee 2		1900		
	Thu	6					
	Fri	7					
	Sat	8					
	Sun	9					
	Mon	10	Overview and Scrutiny Committee		1900		
	Tue	11	Cabinet (Livesey Trust) Committee		1400		
			Cabinet		1600		
	Wed	12	Planning Sub-Committee B		1830		
	Thur	13					
	Fri	14					
	Sat	15					
	Sun	16					
	Mon	17					
	Tue	18	Planning Committee		1800		
	Wed	19					
	Thu	20					
	Fri	21					
	Sat	22		SCHOOL HOLIDAYS			
	Sun	23					
	Mon	24		CHRISTMAS EVE			
	Tue	25		CHRISTMAS DAY (BANK HOLIDAY)			
	Wed	26		BOXING DAY (BANK HOLIDAY)			
	Thu	27					
	Fri	28					
	Sat	29					
	Sun	30					
	Mon	31					
Jan-19							
	Tue	1		NEW YEAR'S DAY (BANK HOLIDAY)			
	Wed	2					
	Thu	3					
	Fri	4					
	Sat	5					
	Sun	6					
	Mon	7					
	Tue	8					
	Wed	9					
	Thu	10					
	Fri	11					
	Sat	12					
	Sun	13					

DRAFT COUNCIL CALENDAR 2018/2019							
	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY
	Mon	14	Group meetings		1900		
	Tue	15	Planning Committee		1800		
	Wed	16	Community Council 4 (subject to change due to new ward boundaries)	<i>Notes: (1) Alternative date 2 Feb 2019, (2) executive functions and community engagement</i>	1900		
	Thu	17					
	Fri	18					
	Sat	19					
	Sun	20					
	Mon	21	Overview and Scrutiny Committee		1900		
	Tue	22					
	Wed	23	Community Council 2 (subject to change due to new ward boundaries)	<i>Note: executive functions and community engagement</i>	1900		
			Community Council 3 (subject to change due to new ward boundaries)	<i>Notes: (1) Alternative date 26 Jan 2019, (2) executive functions and community engagement</i>	1900		
	Thu	24					
	Fri	25					
	Sat	26	Community Council 3 (subject to change due to new ward boundaries)	<i>Notes: (1) alternative date 23 Jan 2019, (2) executive functions and community engagement</i>	1300		
	Sun	27					
	Mon	28	Constitutional Steering Panel		1800		
			Scrutiny Sub-Committee 2		1900		
	Tue	29	Community Council 1 (subject to change due to new ward boundaries)	<i>Notes: (1) alternative date 2 Feb 2019, (2) executive functions and community engagement</i>	1900		
			Community Council 5 (subject to change due to new ward boundaries)	<i>Note: executive functions and community engagement</i>	1900		
	Wed	30	Scrutiny Sub-Committee 3		1900		
			Planning Sub-Committee A		1900		
	Thu	31					
	Feb-19						
	Fri	1					
	Sat	2	Community Council 1 (subject to change due to new ward boundaries)	<i>Note: - Alternative date 29 Jan 2019, executive functions and community engagement</i>	1300		
			Community Council 4 (subject to change due to new ward boundaries)	<i>Notes: (1) Alternative date 16 Jan 2019, (2) executive functions and community engagement</i>	1300		
	Sun	3					
	Mon	4	Group meetings		1900		
	Tue	5	Cabinet		1600		
			Scrutiny Sub-Committee 1		1900		
	Wed	6	Planning Committee		1800		

DRAFT COUNCIL CALENDAR 2018/2019							
	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY
	Thu	7					
	Fri	8					
	Sat	9					
	Sun	10					
	Mon	11	Audit, Governance and Standards committee		1900		
	Tue	12	Scrutiny Sub-Committee 2		1900		
	Wed	13			1900		
	Thu	14					
	Fri	15					
	Sat	16		HALF TERM			
	Sun	17					
	Mon	18					
	Tue	19					
	Wed	20					
	Thu	21					
	Fri	22					
	Sat	23					
	Sun	24					
	Mon	25					
	Tue	26	Corporate Parenting Committee		1400		
	Wed	27	Council Assembly (Budget and council tax setting)	<i>Note: statutory meeting</i>	1900		
	Thu	28					
	Mar-19						
	Fri	1					
	Sat	2					
	Sun	3					
	Mon	4	Group meetings		1900		
	Tue	5	Planning Committee		1800		
			Tri-Borough IT Committee		1830		
	Wed	6	Planning Sub-Committee B		1830		
	Thu	7	Constitutional Steering Panel		1900		
	Fri	8					
	Sat	9					
	Sun	10					
	Mon	11	Audit, governance and standards (Civic awards) sub-committee		1900		
			Overview and Scrutiny Committee		1900		
	Tue	12	Cabinet		1600		
	Wed	13	Community Council 4 (subject to change due to new ward boundaries)	<i>Note: Community engagement only</i>	1900		
	Thu	14					
	Fri	15					
	Sat	16					
	Sun	17					
	Mon	18	Planning Sub-Committee A		1900		
	Tue	19			1800		

DRAFT COUNCIL CALENDAR 2018/2019

	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY
	Wed	20					
	Thu	21					
	Fri	22					
	Sat	23					
	Sun	24					
	Mon	25	Corporate Parenting		1400		
	Tue	26	Planning Sub-Committee B		1830		
	Wed	27	Council Assembly (Ordinary Meeting)		1900		
	Thu	28					
	Fri	29					
	Sat	30					
	Sun	31					
Apr-19							
	Mon	1	Community Council 1 (subject to change due to new ward boundaries)	<i>Note: Community engagement only</i>	1900		
			Community Council 5 (subject to change due to new ward boundaries)	<i>Note: Community engagement only</i>	1900		
	Tue	2	Planning Committee		1800		
	Wed	3	Community Council 2 (subject to change due to new ward boundaries)	<i>Note: Community engagement only</i>	1900		
			Community Council 3 (subject to change due to new ward boundaries)	<i>Note: Community engagement only</i>	1900		
	Thu	4	Constitutional Steering Panel		1900		
	Fri	5					
	Sat	6		SCHOOL HOLIDAYS			
	Sun	7					
	Mon	8					
	Tue	9					
	Wed	10					
	Thu	11					
	Fri	12					
	Sat	13					
	Sun	14					
	Mon	15					
	Tue	16					
	Wed	17					
	Thu	18					
	Fri	19		BANK HOLIDAY			
	Sat	20					
	Sun	21		EASTER SUNDAY			
	Mon	22		EASTER MONDAY (Bank Holiday)			
	Tue	23					
	Wed	24	Planning Committee		1800		
	Thu	25					
	Fri	26					

DRAFT COUNCIL CALENDAR 2018/2019							
	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY
	Sat	27					
	Sun	28					
	Mon	29	Planning Sub-Committee A		1900		
	Tue	30	Cabinet		1600		
May-19							
	Wed	1					
	Thu	2					
	Fri	3					
	Sat	4					
	Sun	5					
	Mon	6		BANK HOLIDAY			
	Tue	7	Group meeting		1900		
	Wed	8					
	Thu	9					
	Fri	10					
	Sat	11	Council Assembly (Annual Meeting held jointly with Civic Awards)	<i>Notes: (1) Statutory meeting; (2) Alternative date is Saturday 18 May 2019, Southwark Cathedral is available on this date</i>			
	Sun	12					
	Mon	13					
	Tue	14					
	Wed	15					
	Thu	16					
	Fri	17					
	Sat	18	Council Assembly (Annual Meeting held jointly with Civic Awards)	<i>Notes: (1) Statutory meeting; (2) Alternative date is Saturday 11 May 2019 however Southwark Cathedral not available on this date</i>			
	Sun	19					
	Mon	20					
	Tue	21					
	Wed	22	Planning Committee	<i>Notes: (1) Development Management items and possible establishment of sub-committees, and appointment of chairs and vice-chairs, (2) alternative date Monday 3 June 2019</i>	1800		
	Thu	23	Overview & Scrutiny Committee	<i>Note: (1) To establish any sub-committees and appoint chairs and vice-chair, (2) alternative date Monday 3 June 2019</i>	1900		
	Fri	24					
	Sat	25					
	Sun	26					
	Mon	27		BANK HOLIDAY			

DRAFT COUNCIL CALENDAR 2018/2019							
	DAY	DATE	DETAILS OF MEETING	OTHER EVENTS	TIME	VENUE	INVITE ONLY
	Tue	28		HALF TERM			
	Wed	29					
	Thu	30					
	Fri	31					
Jun-19	Sat	1					
	Sun	2					
	Mon	3	Planning Committee	<i>Notes: (1) Development Management items and possible establishment of sub-committees, and appointment of chairs and vice-chairs, (2) alternative date Wednesday 22 May 2019</i>	1800		
			Overview & Scrutiny Committee	<i>Note: (1) To establish any sub-committees and appoint chairs and vice-chairs, (2) alternative date Wednesday 22 May 2019</i>	1900		
	Tue	4	Cabinet		1600		
	Wed	5	Audit, Governance and Standards		1900		
	Thu	6					

APPENDIX 2

Calendar of Meetings 2018-2019

	May 2018	June 2018	July 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019
Council Assembly	Mon 21 ***		Wed 11 ****				Wed 28 ****			Wed 27 %	Wed 27 ****		Sat 11 or Sat 18 ***
Constitutional Steering Panel		Mon 11					Wed 7		Mon 28		Thu 7	Thu 4	
Leader and Cabinet Member Public Question Time						Wed 3 or Wed 10							
Party Group Meetings	Mon 14		Mon 2		Mon 10	Mon 1	Mon 19		Mon 14	Mon 4	Mon 4		Tue 7
Cabinet		Tue 12	Tue 17		Tue 18	Tue 30		Tue 11		Tue 5	Tue 12	Tue 30	
Cabinet (Livesey Trust) Committee								Tue 11					
Overview & Scrutiny Committee		Mon 4 £££	Tue 10			Mon 8	Mon 12	Mon 10	Mon 21		Mon 11		Wed 22 or Mon 3 June £££
Scrutiny Sub-Committee 1		Wed 13			Mon 3	Mon 15	Mon 26			Tue 5			
Scrutiny Sub-Committee 2		Thu 28			Wed 12	Wed 17		Wed 5	Mon 28	Tue 12			
Scrutiny Sub-Committee 3			Mon 9		Wed 5	Mon 29		Mon 3	Wed 30				
Tri-borough IT Committee						Tue 16					Tue 5		
Audit, Governance and Standards Committee		Wed 6	Wed 18		Wed 12		Wed 21			Mon 11			
Audit, governance and standards (Civic awards) sub-committee			Wed 18 \$\$								Mon 11		
Corporate Parenting Committee			Mon 9				Mon 5			Tue 26	Mon 25		
Health & Wellbeing Board	Meeting dates tbc												
Licensing Committee		Tue 19					Mon 5						
Planning Committee	Tue 1	4 Jun ££	Tue 3 and Mon 16		Mon 3	Tue 9	Tue 6	Tue 4 and Tue 18	Tue 15	Wed 6	Tue 5	Tue 2 and Wed 24	Wed 22 or Mon 3 June ££
Planning Sub-Committee A		Wed 13	Tue 17			Tue 2	Tue 20		Wed 30		Mon 18	Mon 29	
Planning Sub-Committee B			Wed 4		Tue 4	Tue 30		Wed 12			Wed 6 and Tue 26		

	May 2018	June 2018	July 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019
Community Council Chairs and Vice-Chairs		Tue 5				Tue 16							
Community Council 1		Mon 25			Sat 8 %%	Wed 31 %%			Tue 29 or Sat 2 Feb	Sat 2 or Tue 29 Jan		Mon 1 %%	
Community Council 2		Wed 20			Tue 11 %%		Sat 10 %% or Wed 14 %%		Wed 23			Wed 3 %%	
Community Council 3		Wed 20			Tue 11 %%		Sat 10 %% or Wed 14 %%		Wed 23 or Sat 26			Wed 3 %%	
Community Council 4		Tue 26			Wed 5 %%		Tue 13 %%		Wed 16 or Sat 2 Feb	Sat 2 or Wed 16 Jan	Wed 13 %%		
Community Council 5		Mon 25			Sat 8 %%	Wed 31 %%			Tue 29			Mon 1 %%	

\$ subject to venue availability

% budget and council tax setting

** depending on venue availability - Leader and Cabinet Member Public Question Time

*** annual meeting / held jointly with the civic awards

**** ordinary meeting

££ Development management items and to establish sub-committees and chairs

£££ to establish sub-committees and chairs

\$\$ following the rise of Audit, Standards And Governance Committee

%% Forum meeting only

Item No. 6.4	Classification: Open	Date: 14 March 2018	Meeting Name: Council Assembly
Report title:		Special Urgency and Urgent Implementation Decisions – Annual Report	
Ward(s) or groups affected:		All	
From:		Proper Constitutional Officer	

RECOMMENDATION

1. That council assembly notes the schedule of special urgency and urgent implementation decisions (set out in Appendix 1) taken in accordance with access to information procedure rules 19 and 20.

BACKGROUND INFORMATION

2. The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 requires local authorities to consider an annual report detailing each executive decision where the making of the decision was agreed as a special urgency decision.
3. Special urgency decisions are decisions that need to be taken within five clear working days; i.e. the requirements of access to information procedure rule 18 (general exception) on notice cannot be complied with.
4. The procedure for special urgency decisions is set out in Rule 19 of the access to information procedure rules. It states:

“If the date by which a decision must be taken means that rule 18 (general exception) cannot be followed, then the decision can only be taken if the decision maker (if an individual) or the chair of the body making the decision, obtains the agreement of the chair of the overview and scrutiny committee that the taking of the decision cannot be reasonably deferred.

If there is no chair of the overview and scrutiny committee, or the chair of each relevant overview and scrutiny committee is unable to act, then the agreement of the Mayor of the council, or in his/her absence the Deputy Mayor will suffice.”

5. Urgent implementation decisions are decisions that whether they have been included on the forward plan or not, need to be implemented immediately by virtue of the urgency of the actions that need to be taken. These decisions are not subject to call-in. Decisions taken under urgent implementation are not required to be reported to council assembly, however as urgency also applies these have been included.

6. The procedure for urgent implementation is set out in Rule 20 of the access to information procedure rules. It states:

“If a decision needs to be implemented immediately by virtue of the urgency of the actions that need to be taken, then the decision can only be taken if the decision maker (if an individual) or the chair of the body making the decision obtains the agreement of the chair of overview and scrutiny committee both that the decision proposed is:

- a) reasonable in all circumstances
- b) to be treated as a matter of urgency.”

KEY ISSUES FOR CONSIDERATION

7. The schedule listed as Appendix 1 contains details of those decisions which have been considered under the provisions of special urgency or urgent implementation since the last annual report of 22 March 2017. There were no special urgency decisions in this period.

Community impact statement

8. There are no community impact implications arising from this report.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Special Urgency and Urgent Implementation Decisions	Council Offices, 160 Tooley Street, SE1 2QH	Everton Roberts 020 7525 7221
Link http://moderngov.southwark.gov.uk/mgListPlans.aspx?RPId=50000003&RD=0		

APPENDICES

No.	Title
Appendix 1	Schedule of Special Urgency and Urgent Implementation Decisions

AUDIT TRAIL

Lead Officer	Chidilim Agada, Head of Constitutional Services	
Report Author	Everton Roberts, Principal Constitutional Officer	
Version	Final	
Dated	1 March 2018	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments Included
Director of Law and Democracy	No	No
Strategic Director of Finance and Governance	No	No
Cabinet Member	No	No
Date final report sent to Constitutional Team	1 March 2018	

**REPORT TO COUNCIL ASSEMBLY – MARCH 2018
SPECIAL URGENCY AND URGENT IMPLEMENTATION DECISIONS**

REPORT TITLE/DECISION SUMMARY	DATE AND MEMBER WHO AGREED TO SPECIAL URGENCY / URGENT IMPLEMENTATION	REASON FOR URGENCY	DATE DECISION AGREED
<p>Gateway 3 – Variation Decision: Adult Integrated Drug & Alcohol Treatment System contract</p> <p>The cabinet member for adult care and financial inclusion approved a variation of the Adult Integrated Drug and Alcohol Treatment System contract to transfer the services from the Lifeline Project Limited to Change, Grow, Live, commencing on 1 June 2017 for a period of one year and seven months, with the option to extend for a further period not exceeding two years and up to an outstanding maximum contract value of £14,204,440 with no additional financial costs.</p>	<p>25.05.2017 (Urgent Implementation)</p> <p>Councillor Gavin Edwards, Chair of Overview and Scrutiny Committee</p>	<p>A cessation in service provision on 1 June 2017 would seriously compromise the health, wellbeing and safety of residents who utilise the services with potential risk to life. In the 2016/17 financial year, Lifeline Southwark recorded 1,337 vulnerable clients as receiving tier 3 treatment (tier 3 treatment includes structured psychosocial interventions and substitute prescribing).</p>	<p>25.05.2017</p>

REPORT TITLE/DECISION SUMMARY	DATE AND MEMBER WHO AGREED TO SPECIAL URGENCY / URGENT IMPLEMENTATION	REASON FOR URGENCY	DATE DECISION AGREED
<p>Gateway 2 - Contract Award Approval: Mint Street Adventure Playground Stage 2 Tender return for main contract award</p> <p>The director of planning (on behalf of the chief executive) approved the award of the Mint Street Adventure Playground main contract to Neilcott Construction Ltd for a maximum value of £1,914,701.76, including enabling works and early orders, for a the period of 30 weeks commencing on 3 July 2017.</p>	<p>28.06.2017 (Urgent Implementation)</p> <p>Councillor Gavin Edwards, Chair of Overview and Scrutiny Committee</p>	<p>The contractors were on site, having completed an enabling works package to the clear the site. The programed start on site date was 3 July 2017, if the decision was delayed the council would have incurred additional costs of maintaining a vacant site – circa £9,000 per week. Also as part of the commitment to the local community to maintain a service at Mint Street there was a programme of activity in place whilst the adventure playground was being redeveloped – circa £750 per week.</p>	<p>29.06.2017</p>
<p>Commercial Property Portfolio – Addition of Income Generating Asset</p> <p>Cabinet agreed to the acquisition of the freehold interest in the property and all the related costs.</p>	<p>13.07.2017 (Urgent Implementation)</p> <p>Councillor Gavin Edwards, Chair of Overview and Scrutiny Committee</p>	<p>The vendor had stipulated that exchange of contracts and simultaneous completion in the sale/acquisition must take place as soon as possible after Cabinet's decision to proceed.</p>	<p>19.07.2017</p>
<p>Proposed Acquisition of Freehold Interest in Land in the Old Kent Road opportunity area</p> <p>The director of regeneration approved the</p>	<p>16.08.2017 (Urgent Implementation)</p> <p>Councillor Gavin Edwards, Chair</p>	<p>The vendor required the Council to exchange contracts by 29 August 2017.</p>	<p>17.08.2017</p>

REPORT TITLE/DECISION SUMMARY	DATE AND MEMBER WHO AGREED TO SPECIAL URGENCY / URGENT IMPLEMENTATION	REASON FOR URGENCY	DATE DECISION AGREED
revised terms for the acquisition of the freehold interest in land in the Old Kent Road opportunity area.	of Overview and Scrutiny Committee		
<p>Integration and Better Care Fund (BCF) Plan 2017 to 2019</p> <p>The strategic director of children's and adults' services approved the Integrated Better Care Fund Plan 2017 to 2019 on behalf of the council.</p>	<p>08.11.2017 (Urgent Implementation)</p> <p>Councillor Gavin Edwards, Chair of Overview and Scrutiny Committee</p>	<p>There was a requirement for the agreed plan to be submitted to NHS England by 5pm on 11 September for assurance of the submission and approval.</p>	<p>11.09.2017</p>
<p>Gateway 2 – Contract Award Approval – Access to London e-service for online sexual health testing</p> <p>The strategic director of environment and social regeneration gave approval to enter into an inter authority agreement between the City of London Corporation and Southwark Council that enabled Southwark to access the Pan London Sexual Health e-service awarded to Preventx.</p> <p>The strategic director of environment and social regeneration also approved an extension to the contract that Lambeth Council had with SH:24 on Southwark Council's behalf for the provision of a sexual health e-service in Lambeth and Southwark, effective from 1 October 2017.</p>	<p>28.09.2017 (Urgent Implementation)</p> <p>Councillor Gavin Edwards, Chair of Overview and Scrutiny Committee</p>	<p>To enable the continuation of the service an interim e-service solution needed to be in place from 1 October 2017. The normal decision making process would not allow the decision to be implementable until after this date.</p>	<p>29.09.2017</p>

REPORT TITLE/DECISION SUMMARY	DATE AND MEMBER WHO AGREED TO SPECIAL URGENCY / URGENT IMPLEMENTATION	REASON FOR URGENCY	DATE DECISION AGREED
<p>Commercial Waste Collection Options</p> <p>The cabinet member for finance, modernisation and performance approved the decision to wind up the Southwark Business Waste and Recycling (SBWR) Limited and transfer the provision of a commercial waste service in-house.</p> <p>The cabinet member for finance, modernisation and performance also approved the termination of the agreements and novation of the waste collection contracts from the London Business Waste & Recycling Ltd to the council.</p>	<p>11.12.2017 (Urgent Implementation)</p> <p>Councillor Gavin Edwards, Chair of Overview and Scrutiny Committee</p>	<p>The transfer of the commercial waste service was due to take place on 1 January 2018 and it was crucial that existing waste customer contracts were transferred from the SBWR to the council. In order for this to happen the council needed to send novation (transfer) letters to customers which needed to be signed and returned to the council by 31 December 2017 in order for them to continue receiving the service. At the time the earliest date the novation letters could be sent taking into account the scrutiny call-in process was 20 December 2017. Due to the Christmas holiday period this would not have given the council sufficient time to ensure customers were aware of the changes and to receive the signed novation letters.</p>	<p>12.12.2017</p>

Item No. 6.5	Classification: Open	Date: 14 March 2018	Meeting Name: Council Assembly
Report title:		Pay Policy Statement	
Ward(s) or groups affected:		All	
From:		Chief Executive	

RECOMMENDATION

1. That the council’s pay policy statement, as set out in Appendix 1, be agreed.

BACKGROUND INFORMATION

2. The Localism Act 2011 (“the Act”) sets down requirements on authorities to prepare pay policy statements on an annual basis. These statements must describe an authority’s policy for the pay of its workforce and be agreed annually in advance of the coming financial year. The Department of Communities and Local Government published initial guidance for local authorities on preparing their statements, which they further supplemented in February 2013, and has been taken into account in developing the pay policy statement given in Appendix 1.

KEY ISSUES FOR CONSIDERATION

3. Pay policy statements must be published and thus open to public scrutiny. Under the Act, the statement must describe specific elements of remuneration paid to chief officers. The roles of chief officers are defined and accord with the descriptions used in the Local Government and Housing Act 1989, these being:
 - The head of the authority’s paid service designated under section 4(1) of that Act
 - Its monitoring officer designated under section 5(1) of that Act
 - A statutory chief officer mentioned in section 2(6) of that Act
 - A non-statutory chief officer mentioned in section 2(7) of that Act
 - A deputy chief officer mentioned in section 2(8) of that Act.
4. Nothing in the Act supersedes existing responsibilities and duties placed on authorities in their role as employers. Each local authority is an individual employer in its own right and has the autonomy to make decisions on pay that are appropriate. Instead, the Act focuses on requiring authorities to be more open about their policies and how decisions are made.
5. The Act does not require authorities to publish specific salary data as part of the pay policy statement. Doing so risks data being out of date where any pay awards apply. The declaration of specific salary information is managed by the publication of the statement of accounts and other information under data transparency arrangements. Such specific information is published on the council’s website.

6. Appendix 1 to this report sets out the proposed pay policy statement for agreement by council assembly. This reflects the scope of the posts to be captured and the range of information to be included; as defined in the Act. Additionally the Local Government Transparency Code 2015 requires that councils publish the pay multiplier, defined as the ratio between the highest paid taxable earnings for the given year and the median taxable earnings figure of the whole of the authority's workforce. As per the regulations this will coincide with reporting at the end of the financial year and will be published on the council's website. An assessment, using basic salary information from January 2018, shows that the ratio between the top earner and median earnings is 6.19 to 1. As shown in the table below this ratio has varied slightly from year to year.

Year	Ratio
2015	6.19
2016	6.02
2017	6.03

7. Our ratio is lower than that reported by most other London boroughs. Information is available from 25 other London councils and only 8 have a lower ratio than Southwark.
8. For the purpose of this report Appendix 3 provides the council's salary and grading structure for the current year (1 April 2017 to 31 March 2018). The Southwark pay spine is adjusted to consolidate the London Living Wage rate as the minimum spinal column point and to deliver on cabinet's decision of 30 July 2013 that those earning less than £21,000 (full time equivalent) should at minimum receive an annual increase in pay of £250.

Senior managers

9. The pay policy statement is primarily concerned with the salary arrangements of chief officers as defined in the Local Government and Housing Act 1989 (as above).
10. Performance is rewarded through award of incremental progression based on clear achievement.

New employees

11. Members will note that the proposed pay policy statement also makes specific reference to the salary package for staff newly appointed to senior management posts. The Act amended section 112 Local Government Act 1972 (appointment of staff) to provide:

"A local authority's power to appoint officers on such reasonable terms and conditions as the authority thinks fit is subject to section 41 of the Localism Act 2011 – (requirement for determinations relating to terms and conditions of chief officers to comply with pay policy statement)".

12. Elected members have a special role in the appointment of chief officers and deputy chief officers as defined, whereby they are notified of the offer of appointment and given the opportunity to raise any well founded and material objection to the proposals for this appointment. To meet requirements under "the Act", notification of an appointment includes confirmation of the salary

package which attaches to the post and accordance with the council's pay policy statement.

Lowest paid employees

13. The Act requires the council to describe the relationship between the remuneration of its chief officers, and other staff and to define the "lowest-paid employees" adopted by the authority for the purposes of the statement. The specific information to be included on pay actuals is limited.
14. As described in the statement, the use of job evaluation and the grading structure is the method used to determine the relativities of posts across the Southwark structure. The council's decision to adopt the London Living Wage rate sets the minimum pay rate for staff across the council. Employers' participation in the London Living Wage is voluntary. The council has made a commitment to adopt the London Living Wage and support its intention to stop working Londoners from falling into poverty; making sure that the unemployed in London are better off in work than living on benefits. The latest London Living Wage rate was announced in November 2017, as part of "Living Wage" week. The hourly rate was set at £10.20 per hour. This rate is independently calculated by the Resolution Foundation and overseen by the Living Wage Commission. It is reviewed annually.

Policy implications

15. The statement is used as a method to articulate the council's existing policy on remuneration, with specific details on senior manager posts in particular. As such it does not amend or introduce new policy. Should any current arrangements need amending as a consequence of the development of this statement; the policy implications and contractual implications would require review by cabinet.
16. Publication of the pay statement as presented in Appendix 1 does not create conflict with the Data Protection Act 1998 as it does not contain information relating to a particular individual.

Community equality impact statement

17. Development and publication of the pay policy statement is a useful step in increasing accountability and transparency of council business to the local community. This continues the trend of openness. It allows elected members, those who are directly accountable to the local community, to have input into how decisions on pay are made, particularly senior level pay.
18. The equality analysis provided in Appendix 2 to this report clarifies that there are no adverse implications for people of protected characteristics. Publication of the statement accords with good practice of openness in pay arrangements.
19. The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 introduce mandatory gender pay gap reporting for public sector employers. The council will publish data in advance of the March 2018 deadline. In future a summary of this information will also be incorporated within the equality analysis of our pay policy statement.

Resource implications

20. There are no specific implications arising from the development and publication of the pay statement so far as this represents existing policy. Were future statements seeking agreement to move away from established arrangements it would be necessary to consider financial resources and the employment implications. Changes to individual's terms and conditions are likely to reflect a contractual change requiring consultation and due process in order to be lawful.

Consultation

21. The trade unions have been advised of the need to publish the statement and have been provided with a copy. As the statement is a method to articulate existing policy rather than a change, it is not part of the formal consultation process.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Director of Law & Democracy

22. Section 38 of the Act requires a relevant authority (which includes a London Borough) to prepare a pay policy statement for each financial year, by 31 March of the year immediately preceding that to which the pay policy statement relates. The pay policy statement must be approved by a resolution of the authority, and it is a matter reserved to Council Assembly.
23. Pursuant to section 43 of the Act a London borough is defined as a 'relevant authority'. The statement must set out an authority's policies towards a range of issues relating to the pay of its workforce including the remuneration of its chief officers; the remuneration of its lowest-paid employees; and the relationship between the pay of its chief officers and that of other employees. Chief Officer is defined to include chief and deputy chief officers as defined in the Local Government and Housing Act 1989. The statement must state the definition of "lowest paid employees" adopted by the authority for the purposes of the statement and the authority's reasons for adopting that definition. Pay policy statements have to be prepared for each financial year; this began with year 2012/13.
24. The pay policy statement must also specifically cover the authority's policies relating to:
- The level and elements of remuneration for each chief officer (including salary, bonuses and benefits in kind)
 - Remuneration of chief officers on recruitment
 - Increases and additions to remuneration for each chief officer
 - The use of performance-related pay for chief officers
 - The use of bonuses for chief officers
 - The approach to the payment of chief officers on their ceasing to hold office under or to be employed by the authority
 - The publication of and access to information relating to remuneration of chief officers.
25. Section 39 of the Act states that an authority's pay policy statement must be approved by a resolution of the authority before it takes effect. This means that

the resolution must be by full council before 31 March 2018. Once approved the statement must be published as soon as possible on the authority's website and in any other manner the authority thinks fit. An authority can amend its pay policy statement and any amendment must be made also by resolution by Council Assembly.

26. In complying with its duties relating to pay policy statements, regard must be had to Department of Communities and Local Government ('DCLG') guidance Openness and accountability in local pay: Guidance under section 40 of the Act in 2012 and supplementary guidance (February 2013). The guidance sets out the key policy principles that underpin the pay accountability provisions.
27. This guidance was taken into account in preparing this statement. There have not been any further updates since this time.
28. The draft pay policy statement in Appendix 1 will enable the council to meet its obligations under sections 38 to 43 of the Act.
29. The Director of Law & Democracy notes the requirement under the Local Government Data Transparency Code 2015, as given effect by the Local Government (Transparency Requirements) (England) Regulations 2015 to publish pay multiplier information, (see paragraph 6) and the mandatory reporting of the gender pay gap for public sector employers introduced by the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017
30. When exercising any of its functions, section 149 Equality Act 2010 requires the authority to have due regard to the need to eliminate discrimination and other prohibited conduct and advance equality of opportunity and foster good relations between people who share a relevant protected characteristic and those who do not. Information about the consideration given to equalities issues is set out in paragraphs 18 and 19 of the report.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Communities & Local Government: Openness and accountability in local pay	Human Resources Southwark Council 160 Tooley Street London SE1 2QH	Julie Foy 020 7525 0472
Localism Act – Sections 38 – 43	Human Resources Southwark Council 160 Tooley Street London SE1 2QH	Julie Foy 020 7525 0472
Local Government Data Transparency Code 2015, as given effect by the Local Government (Transparency Requirements) (England) Regulations 2015	Human Resources Southwark Council 160 Tooley Street London SE1 2QH	Julie Foy 020 7525 0472
Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017	Human Resources Southwark Council 160 Tooley Street London SE1 2QH	Julie Foy 020 7525 0472
Supplementary guidance issued by The Department of Communities and Local Government in February 2013	Human Resources Southwark Council 160 Tooley Street London SE1 2QH	Julie Foy 020 7525 0472

APPENDICES

No.	Title
Appendix 1	Southwark Council – Pay Policy Statement
Appendix 2	Equality Analysis
Appendix 3	Salary & Grading Structure – April 2017

AUDIT TRAIL

Lead Officer	Eleanor Kelly, Chief Executive	
Report Author	Julie Foy, Head of Human Resources	
Version	Final	
Dated	1 March 2018	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments sought	Comments included
Director of Law & Democracy	Yes	Yes
Strategic Director for Finance and Governance	Yes	Yes
Cabinet Member	Yes	Yes
Date final report sent to Constitutional Team	1 March 2018	

APPENDIX 1

Southwark Council – Pay Policy Statement

The Localism Act 2011 requires the council to publish a pay policy statement for each financial year.

This statement relates to year 2018-19 and it is approved by Council Assembly.

Scope

The statement describes our policies towards the pay of senior managers (referred to in the Act as “chief officers”) and our approach to the pay of our lowest paid employees.

Provisions in the Act do not apply to the staff of local authority schools.

Under the Act a “chief officer” is defined as:

- The head of the authority’s paid service designated under section 4(1) of the Local Government and Housing Act 1989
- Its monitoring officer designated under section 5(1) of that Act
- A statutory chief officer mentioned in section 2(6) of that Act
- A non-statutory chief officer mentioned in section 2(7) of that Act
- A deputy chief officer mentioned in section 2(8) of that Act.

In Southwark, this applies to the Chief Executive, Strategic Directors and Directors. These positions are considered as our senior managers.

Remuneration

For existing senior managers the term remuneration is used to describe salary, expenses and other monetary allowances or benefits.

The council does not employ senior managers under a contract for services (people who are self-employed or work through a limited company), and therefore remuneration for such arrangements is not described. All senior managers are paid via the council's payroll with appropriate tax and National Insurance deductions made in accordance with HMRC regulations.

Salary

In Southwark posts, including senior managers, are job evaluated using a single system (the Hay Group methodology) to determine the job size. All job evaluation results for senior managers are scrutinized by independent experts at the Korn Ferry Hay Group.

The job size determines a job’s placement against the pay spine, through an established grading structure.

The pay spine is increased in accordance with pay award settlements determined by the National Joint Council for Local Authorities Services.

Southwark has introduced special arrangements for its lowest paid workers, as described below. Were there any amendments, which are determined by the National Joint Council for Local Authorities Services, these will be applied to all relevant employees without further referral to council assembly.

Individual staff are paid within the grade. Employees may move through the grade range by incremental progression; in accordance with a performance management framework.

There is an element of flexibility that allows the payment of market factor supplements to specific roles that are recognised as “hard to fill”. Payment is subject to justification against external data and with annual review.

For posts at JNC level (grade 14 and above), specific benefits up to a financial cap may be taken in kind (e.g. season ticket purchase, addition pension contributions, health plan) or paid as an addition to salary. For senior managers the annual financial value of such benefits currently ranges from £3,503 up to £6,190, dependent on grade. Pay rates in appendix 3 reflect the current position.

Other Payments & Expenses

With the exception of standby payments made to a limited number of posts in social care, no additional allowances are paid to senior managers.

Senior managers are not eligible to receive overtime for excess hours worked. In line with all other (non-teaching) staff their full time equivalent weekly hours are 36. However, for senior managers the contract of employment states this as a minimum and individuals are required to do whatever hours are necessary to get the job done, with no additional payment. Where hours are worked outside “normal office hours”; senior managers do not receive enhancements nor shift allowances which other staff on NJC conditions for Local Authorities Services may be entitled.

Senior managers do not receive an expenses allowance. In line with all other staff, where essential expenses are incurred in the performance of their duties, costs can be reclaimed; where these are reasonable and public money is being used prudently.

Fees for election duties

Council staff can be employed on election duties of varying types. The fees paid to Council employees for undertaking these election duties differ according to the type of election they participate in and the nature of the duties they undertake.

Returning Officer duties (and those of deputy returning officers) are contractual requirements and fees paid to them for national elections/referendums are paid in accordance with the appropriate Statutory Fees and Charges Order and are paid by the body responsible for the conduct of the election.

New Appointments

Senior Managers joining the organisation:–

- Are paid on the grade for their post.

- Join at the bottom spinal column point of the grade; unless the person can demonstrate that payment above the minimum is essential to match current earnings, or to reflect the prevailing market, or to recognise experience and skills to secure engagement. No staff are paid above the grade maximum.
- Do not receive any lump sum payments on joining.
- May receive expenses relating to their home relocation where this is necessary to secure engagement.

Members have the opportunity to question all salary packages to be offered as part of the recruitment to senior management posts.

Leaving the Organisation & Pensioners

All staff leaving the council (including senior managers) on a voluntary resignation basis do not receive a severance payment.

Where the council decides to terminate any employee's service on the basis of redundancy, in employment law terms this is based on the facts of the case, (deletion or diminution of the post). Payment entitlements are enshrined in the council policy on redeployment redundancy and reorganisation and comprise contractual entitlements, (notice un-worked, leave not taken), plus redundancy element, in accordance with the statutory table. Payments are made as a multiple of an actual week's pay. Also for those aged 55 and over, under the pension regulations they become entitled to immediate pension as earned; any costs accruing to the Council for pension payments are capital costs based on an actuarial calculation linked to service and age. Entitlements are not discretionary to an individual once a redundancy situation arises.

Regulations within the government's Enterprise Act, when in force, will set a £95,000 cap on the total value of all public sector exit payments, including redundancy payments, pension strain costs, pay in lieu of notice and any other payments made in consequence of loss of employment e.g. as part of a settlement agreement. Any exemptions will require full council agreement and must be published in the annual Statement of Accounts

New regulations have been proposed in relation to the recovery of exit payments. These may lead to the recovery of redundancy and other exit payments made to any employee earning more than £80,000 per annum. Individuals will be required to repay a proportionate amount if they return to any part of the public sector within 12 months of their departure. This will include payments made as a consequence of leaving employment and include the "pension strain" generated from the early unreduced payment of Local Government Pension Scheme benefits.

For senior managers, where redundancy or mutual termination occurs information would be included in the declared salary data included in the Statement of Accounts each year. Were an employee's services to be terminated on these bases the council would not re-engage the individual on a contract for services (i.e. self-employed basis).

Vacant senior management positions are recruited to in accordance with the council's recruitment policy with the overarching aim of employing on merit; to engage the best person for the job.

New recruits may be in receipt of a pension under the Local Government Pension Scheme (LGPS) e.g. as a result of service with another Authority. In such cases, the employee's pension entitlement would be abated (reduced in accordance with

actuarial calculation) or capped as required under LGPS regulations. This would have no impact on the council's remuneration arrangements.

Under the LGPS Regulations eligible employees may be considered for one of the Scheme's flexible retirement options. This would include instances where the employee reduces to a part time basis or demotion. On such occasions the council's remuneration arrangements would continue as described above plus any pension payable determined by application of LGPS Regulations and that person's membership entitlements.

Lowest Paid Staff

All posts are job evaluated to determine their relative job size; the responsibilities and impact of the post, and the level of knowledge and skill required to carry out those responsibilities. Job sizes are used to determine the grade. Grades are linked to the salary scale. Staff have the potential to move through the grade by incremental progression, based on performance.

Appropriate terms and conditions, e.g. shift allowances, reflect the duties and obligations of posts in accordance with the NJC for Local Authorities Services. There are a small number of posts under different national schemes – education related, craft and retained conditions e.g. Public Health. Bonus payments are not a feature of pay arrangements. Staff are contracted to work 36 hours per week (full time equivalent). Where service provision demands that it is necessary for additional hours to be worked above the full time equivalent, overtime rates would apply. Rates are determined in accordance with NJC Conditions of Service.

Alongside the job evaluation and grading framework the council has determined that no employee should receive an hourly rate less than the London Living Wage; the current rate is £10.20 per hour. This is the baseline payment for the lowest paid staff.

Other Information

In addition to this statement the council publishes other information on the detail of payments. Information can be found on the Open Data section of the council's website (www.Southwark.gov.uk). This includes:-

- The council's grading structure and salary scales.
- The annual statement of accounts. This includes the numbers of people earning £50,000 per year or more in £5,000 bandings. The accounts also give detail, including the name, for those whose pay is £150,000 or more. This covers all remuneration elements including employer's pension contribution.

In accordance with the Local Government Transparency Code 2015; to coincide with the reporting at the end of the financial year, the council publishes the ratio between the highest paid taxable earnings for the given year and the median earnings figure of the whole of the authority's workforce. In January 2018 the ratio between the top earner and median earnings was 6.19 to 1.

APPENDIX 2

EQUALITY ANALYSIS – PAY POLICY STATEMENT

Overview

1. The Localism Act 2011 requires Authorities to develop and publish a pay policy statement. This would include the remuneration arrangements for its most senior staff and approaches on remuneration to its lowest paid employees.

Impact

2. The development and publication of the pay statement does not in itself amend policy. Were changes to arise as a consequence, proposals would require scrutiny including the impact upon people of different protected characteristics.

3. The publication of the pay statement does however accord with good practice on managing equal pay; increasing transparency on organisational arrangements. There are no adverse impacts on people of specific protected characteristics arising from this development. Instead it may reasonably be argued that greater openness may reduce the fear of potential discrimination by setting out arrangements which are in force.

4. On a continuing basis the council undertakes monitoring of its workforce to identify and take action to address potential adverse impacts on people of specific protected characteristics. Monitoring data is published on the council's website through the annual workforce report, in accordance with the specific duties of the Equality Act 2010.

5. The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 introduce mandatory gender pay gap reporting for public sector employers. Employers must publish data before the end of March 2018; and thereafter have to report annually. The council will publish data in advance of the March 2018 deadline.

SALARY & WAGES SCALES as at 1st April 2017

Inner London wef 1/4/17	
8	18747
9	19050
10	19311
11	19347
12	19665
13	20001
14	20310
15	20580
16	20907
17	21252
18	21546
19	22218
20	22902
21	23610
22	24135
23	24738
24	25437
25	26136
26	26865
27	27654
28	28440
29	29424
30	30294
31	31140
32	31953
33	32802
34	33627
35	34254
36	35070
37	35961
38	36912
39	38007
40	38919
41	39855
42	40785
43	41718
44	42651
45	43530
46	44496
47	45438
48	46377
49	47292
50	48234
51	49176
52	50115
53	51069
54	52071
55	53088

01		02		03		04		05	
				9	£19,050	13	£20,001	16	£20,907
				10	£19,311	14	£20,310	17	£21,252
		8	£18,747	11	£19,347	15	£20,580	18	£21,546
		9	£19,050	12	£19,665	16	£20,907	19	£22,218
		10	£19,311	13	£20,001	17	£21,252	20	£22,902
		11	£19,347	14	£20,310	18	£21,546	21	£23,610
8	£18,747	12	£19,665	15	£20,580	19	£22,218	22	£24,135
9	£19,050	13	£20,001	16	£20,907	20	£22,902	23	£24,738
06		07		08		09		10	
20	£22,902	24	£25,437	28	£28,440	32	£31,953	36	£35,070
21	£23,610	25	£26,136	29	£29,424	33	£32,802	37	£35,961
22	£24,135	26	£26,865	30	£30,294	34	£33,627	38	£36,912
23	£24,738	27	£27,654	31	£31,140	35	£34,254	39	£38,007
24	£25,437	28	£28,440	32	£31,953	36	£35,070	40	£38,919
25	£26,136	29	£29,424	33	£32,802	37	£35,961	41	£39,855
26	£26,865	30	£30,294	34	£33,627	38	£36,912	42	£40,785
27	£27,654	31	£31,140	35	£34,254	39	£38,007	43	£41,718
11		12		14		15		16	
40	£38,919	44	£42,651	2	£48,324	7	£56,754	12a	£71,160
41	£39,855	45	£43,530	3	£49,902	8	£58,623	13a	£73,506
42	£40,785	46	£44,496	4	£51,528	9	£60,543	14a	£75,960
43	£41,718	47	£45,438	5	£53,205	10	£62,544	15	£78,480
44	£42,651	48	£46,377	6	£54,954	11	£64,611	16	£81,120
45	£43,530	49	£47,292	7	£56,754	12	£66,753	17	£83,814
46	£44,496	50	£48,234	8	£58,623	13	£68,955	18	£86,619
47	£45,438	51	£49,176	9	£60,543	14	£71,256	19	£89,520
17		18		Chief Officer		Chief Executive			
17	£83,814	22	£98,856	31	£137,631	38	£174,084		
18	£86,619	23	£102,174	32	£142,326	39	£179,736		
19	£89,520	24	£105,633	33	£147,168	40	£185,580		
20	£92,517	25	£109,203	34	£152,187	41	£191,613		
21	£95,628	26	£112,890	35	£157,368	42	£197,841		
22	£98,856	27	£116,712	36	£162,744				
23	£102,174	28	£120,657	37	£168,312				
24	£105,633	29	£124,770	38	£174,084				

Planned Overtime per hr	
grade 9	£ 20.20
grade 10/11	£ 21.63
grade 12	£ 23.47

sleeping in	unit standby
£34.68	£9.03

On SAP these grades will be prefixed
LBS-0. Grades prefixed LBS-1 are
for w/e working where +2 SCP apply

JNC wef 1/4/17	
2	48324
3	49902
4	51528
5	53205
6	54954
7	56754
8	58623
9	60543
10	62544
11	64611
12	66753
12a	71160
13	68955
13a	73506
14	71256
14a	75960
15	78480
16	81120
17	83814
18	86619
19	89520
20	92517
21	95628
22	98856
23	102174
24	105633
25	109203
26	112890
27	116712
28	120657
29	124770
30	131838
31	137631
32	142326
33	147168
34	152187
35	157368
36	162744
37	168312
38	174084
39	179736
40	185580
41	191613
42	197841

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MUNICIPAL YEAR 2017/18**

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