

Council Assembly

Ordinary meeting

Wednesday 18 March 2026

7.00 pm

Council Offices, 160 Tooley Street, London SE1 2QH

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

Althea Loderick
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.

Babysitting/Carers allowances

If you are a resident of the borough and have paid someone to look after your children, an elderly dependant or a dependant with disabilities so that you could attend this meeting, you may claim an allowance from the council. Please collect a claim form at the meeting.

Access

The council is committed to making its meetings accessible. Further details on building access, translation, provision of signers etc for this meeting are on the council's web site: www.southwark.gov.uk or please contact the person below.

Contact

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Date: 6 March 2026



Council Assembly

Ordinary meeting

Wednesday 18 March 2026
7.00 pm
Council Offices, 160 Tooley Street, London SE1 2QH

Order of Business

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PART A - OPEN BUSINESS

1. PRELIMINARY BUSINESS

1.1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

1.2. 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.

1.3. 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.

1.4. 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.

1.5. MINUTES

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To approve as a correct record the open minutes of the council assembly meeting held on 25 February 2026.

2. ISSUES RAISED BY THE PUBLIC

2.1. PETITIONS

To formally receive any petitions lodged by members of the council or the public which have been received in advance of the meeting in accordance with council assembly procedure rules.

2.2. PUBLIC QUESTION TIME

The deadline for public questions is 11.59pm, Thursday 12 March 2026. Questions can be emailed to constitutional.team@southwark.gov.uk.

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

3. THEMED DEBATE

3.1. COMMUNITY EVIDENCE

The deadline for community evidence on the theme is 11.59pm, Thursday 12 March 2026. 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

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

4. DEPUTATIONS

The deadline for deputation requests is 11.59pm, Thursday 12 March 2026. 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

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To receive any questions from members of the council.

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5.2. MEMBERS' MOTIONS	22 - 33
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To consider the following motions:

- Tackling antisocial behaviour on Southwark's estates
- Liberal Democrats will Fix Southwark
- Protecting the Freedom Pass for Older Londoners
- Southwark has no confidence in Sir Keir Starmer

6. REPORTS FOR DECISION

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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:

“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.”

PART B – CLOSED BUSINESS

ANY CLOSED ITEMS IDENTIFIED AS URGENT AT THE START OF THE MEETING

8. APPOINTMENT OF INDEPENDENT PERSONS

Date: 6 March 2026



Council Assembly (Budget and Council Tax Setting Meeting)

MINUTES of the Council Assembly (Budget and Council Tax Setting Meeting) held on Wednesday 25 February 2026 at 7.00 pm at Council Offices, 160 Tooley Street, London SE1 2QH

PRESENT:

The Worshipful the Mayor for 2025-26, Councillor Sunny Lambe (Chair)

Councillor Suzanne Abachor
Councillor Evelyn Akoto
Councillor Jasmine Ali
Councillor John Batteson
Councillor Rachel Bentley
Councillor Cassandra Brown
Councillor Maggie Browning
Councillor Victor Chamberlain
Councillor Sunil Chopra
Councillor Stephanie Cryan
Councillor Ellie Cumbo
Councillor Sam Dalton
Councillor Mohamed Deen
Councillor Helen Dennis
Councillor Dora Dixon-Fyle MBE
Councillor Esme Dobson
Councillor Gavin Edwards
Councillor Sabina Emmanuel
Councillor Natasha Ennin
Councillor Sam Foster
Councillor Renata Hamvas
Councillor Barrie Hargrove
Councillor Ketzia Harper
Councillor Jon Hartley
Councillor Youcef Hassaine
Councillor Esme Hicks
Councillor Emily Hickson
Councillor Laura Johnson
Councillor Nick Johnson

Councillor Sarah King
Councillor Richard Leeming
Councillor Maria Linforth-Hall
Councillor Richard Livingstone
Councillor James McAsh
Councillor Hamish McCallum
Councillor Darren Merrill
Councillor Victoria Mills
Councillor Portia Mwangangye
Councillor Graham Neale
Councillor Margy Newens
Councillor David Parton
Councillor Leo Pollak
Councillor Reginald Popoola
Councillor Sandra Rhule
Councillor Bethan Roberts
Councillor Catherine Rose
Councillor Jane Salmon
Councillor Martin Seaton
Councillor Andy Simmons
Councillor Michael Situ
Councillor Charlie Smith
Councillor Cleo Soanes
Councillor Emily Tester
Councillor Irina Von Wiese
Councillor David Watson
Councillor Kath Whittam
Councillor Kieron Williams
Councillor Ian Wingfield

1. PRELIMINARY BUSINESS

1.1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Naima Ali, Adam Hood, Jason Ochere and Joseph Vambe. Apologies for early departure were received from Councillors Maria Linforth-Hall, Hamish McCallum and Victoria Mills.

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

The Mayor announced his congratulations to Councillor Charlie Smith and his wife on their sixtieth wedding anniversary.

The deputy leader and cabinet member for children, education, and refugees announced the Outstanding Ofsted result for a foster care children's home.

The leader of the council announced her disappointment in misunderstandings of Freedom of Information requests about takeaway spends, which she noted were paid for by the council in support of people in need and as thanks to young people for engaging with and supporting the borough.

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

At this juncture, the meeting agreed the programme motion.

That the meeting be conducted as follows:

Time	Business
7.00pm – 7.10pm	1. Preliminary business and announcements
7.10pm – 10.00pm	Item 2.1. Policy and Resources Strategy: 2026-27 Budget and Medium Term Financial Strategy 1. Consideration of this item is not time limited but the meeting is subject to the guillotine. 2. Debate to include: • 15 questions on the report (20 minute time limit) • Councillor Stephanie Cryan to present recommendations (10 minutes) • Councillor David Watson to reply on behalf of majority opposition (5 minutes) • Two amendments to be moved and seconded (3 minutes each) • Report and amendments to be debated as a single debate (all speakers 3 minutes each) • Reply to the debate from Councillor Stephanie Cryan (3 minutes)

	• Separate vote on each amendment • Recorded vote on substantive motion. Members can only speak once, except for Councillor Stephanie Cryan, who will reply to the single debate. This report has a legal requirement to take a recorded vote on the substantive motion.
	Item 2.2. Setting the Council Tax 2025-26 There is no debate on this item. This report has a legal requirement to take a recorded vote on the substantive motion.
	Item 2.3. Treasury Management Strategy and Capital Strategy 2025-26 To be considered as normal.
	Item 2.4 Proportionality and allocation of seats on committees To be considered as normal.

Item 2 Reports for decision

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

1.4 DISCLOSURE OF INTERESTS AND DISPENSATIONS

The Mayor announced that all councillors had been granted a dispensation by the monitoring officer to vote on Item 2.2: Setting the council tax 2026-27.

Councillor Hamish McCallum declared a pecuniary interest in item 2.1: Policy and resources strategy: 2026-27 budget and medium term financial strategy, as his partner works for KPMG. He left the room for this item and took no part in the decision-making.

1.5 MINUTES

The minutes of the council assembly meeting held on 12 November 2025 were agreed as a correct record.

2. REPORTS FOR DECISION FROM THE CABINET

2.1 POLICY AND RESOURCES STRATEGY: 2026-27 BUDGET AND MEDIUM TERM FINANCIAL STRATEGY

There were 16 questions on the report, the written responses to which were circulated at the meeting. There were six supplemental questions.

There were two amendments to this report.

In accordance with council assembly procedure rule 1.14.9, Councillor Stephanie Cryan, cabinet member for equalities, democracy and finance, moved the report.

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

Councillor Victor Chamberlain, seconded by Rachel Bentley, moved Amendment A.

Councillor James McAsh, seconded by Councillor Reginald Popoola, moved Amendment B.

Following debate (Councillors Margy Newens, Portia Mwangangye, Cassandra Brown, Emily Tester, Helen Dennis, Richard Leeming, Graham Neale, Sam Foster, Victoria Mills, Ian Wingfield, Richard Livingstone, Jane Salmon, Kath Whittam, John Batteson, Jasmine Ali, Natasha Ennin, Gavin Edwards, Evelyn Akoto, David Parton, Cleo Soanes, Jon Hartley, Charlie Smith, Catherine Rose), Councillor Stephanie Cryan exercised her right of reply.

Amendment A – Lost

Amendment B – 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), an announcement was made at the beginning and end of one minute, after which the vote was taken.

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 Suzanne Abachor, Evelyn Akoto, Jasmine Ali, John Batteson, Cassandra Brown, Maggie Browning, Sunil Chopra, Stephanie Cryan, Ellie Cumbo, Sam Dalton, Mohamed Deen, Helen Dennis, Dora Dixon-Fyle, Esme Dobson, Gavin Edwards, Sabina Emmanuel, Natasha Ennin, Renata Hamvas, Barrie Hargrove, Jon Hartley, Youcef Hassaine, Esme Hicks, Emily Nickson, Sarah King, Sunny Lambe, Richard Leeming, Richard Livingstone, Darren Merrill, Victoria Mills, Portia Mwangangye, Margy Newens, David Parton, Leo Pollak, Sandra Rhule, Bethan Roberts, Catherine Rose, Martin Seaton, Andy Simmons, Michael Situ, Charlie Smith, Cleo Soanes, Kieron Williams, Ian Wingfield

Against (0)

Abstained (14):

Councillors Rachel Bentley, Victor Chamberlain, Sam Foster, Ketzia Harper, Laura Johnson, Nick Johnson, James McAsh, Graham Neale, Reginald Popoola, Jane Salmon, Emily Tester, Irina von Wiese, David Watson, Kath Whittam

Absent (6):

Councillors Naima Ali, Adam Hood, Maria Linforth-Hall, Hamish McCallum (disclosable pecuniary interest), Jason Ochere, Joseph Vambe

The Mayor declared that the motion was carried.

RESOLVED:

That Council Assembly approved:

1. The allocation of the £2.6m additional funding from the Final Local Government Finance Settlement, as outlined in paragraphs 8 -14 and Table 1 of the report, to increase the budget for Temporary Accommodation.
2. The final balanced budget as detailed in Table 2 of the report.

That Council Assembly noted:

3. The 2 February 2026 cabinet report at Appendix 1 of the report, which sets out the draft budget following the provisional settlement.
4. The council will set the council tax on 27 February 2026 via the Council Tax Setting Committee, following confirmation of the final GLA precept on 26 February 2026 (agenda item 2.2).
5. An increase in Southwark's local Council Tax for 2026-27 of 4.99% (agenda item 2.2).
6. Paragraphs 17-33 of the report confirming the Strategic Director of Resources 'Section 25' statement as published in the 2 February 2026 Cabinet Report.

2.2 SETTING THE COUNCIL TAX 2026-27

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), an announcement was made at the beginning and end of one minute, after which the vote was taken.

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 (48):

Councillors Suzanne Abachor, Evelyn Akoto, Jasmine Ali, John Batteson, Cassandra Brown, Maggie Browning, Sunil Chopra, Stephanie Cryan, Ellie Cumbo, Sam Dalton, Mohamed Deen, Helen Dennis, Dora Dixon-Fyle, Esme Dobson, Gavin Edwards, Sabina Emmanuel, Natasha Ennin, Sam Foster, Renata Hamvas, Barrie Hargrove, Ketzia Harper, Jon Hartley, Youcef Hassaine, Esme Hicks, Emily Hickson, Laura Johnson, Sarah King, Sunny Lambe, Richard Leeming, Richard Livingstone, James McAsh, Darren Merrill, Victoria Mills, Portia Mwangangye, Margy Newens, David Parton, Leo Pollak, Reginald Popoola, Sandra Rhule, Bethan Roberts, Catherine Rose, Martin Seaton, Andy Simmons, Michael Situ, Charlie Smith, Cleo Soanes, Kath Whittam, Kieron Williams, Ian Wingfield

Against (0)

Abstained (8):

Councillors Rachel Bentley, Victor Chamberlain, Nick Johnson, Graham Neale, Jane Salmon, Emily Tester, Irina von Wiese, David Watson

Absent (7):

Councillors Naima Ali, Adam Hood, Maria Linforth-Hall, Hamish McCallum (disclosable pecuniary interest), Victoria Mills, Jason Ochere, Joseph Vambe

RESOLVED:

1. That Council Assembly:

- a) Approved the 2026-27 Southwark element of the council tax for band D properties in Southwark, including an increase of 2.99% for the council and 2.00% for the adult social care (ASC) precept, be set at £1,456.75 (Appendix B of the report).
- b) Approved the existing local war disability and widow/widowers' schemes for housing benefit (paragraphs 16 to 18 of the report).
- c) Approved that no discount be applied to properties in the former parish of St Mary Newington for 2026-27.
- d) Established a Council Tax Setting committee to set the Council Tax for the year 2026-27 and agrees the role and functions, matters reserved and political composition (Appendix D)
- e) Devolved the appointment of a chair and vice chair of the Council Tax Setting committee to the council tax setting committee, and agreed the below councillors to serve on the committee.

	Labour (4)	Liberal Democrat (2)	Green (1)
1.	Cllr Stephanie Cryan	Cllr David Watson	Cllr Kath Whittam
2.	Cllr Bethan Roberts		
3.	Cllr Ellie Cumbo		
4.	Cllr Richard Leeming		

2. That Council Assembly noted

- a) the Greater London Authority (GLA) proposal to set a precept of £510.51 for band D, which will be considered on Thursday 26 February 2026 (Paragraph 4 and Appendix C of the report). [The Greater London Authority \(Consolidated Council Tax Requirement Procedure\) Regulations 2025](#).
- b) the formal resolution for Southwark council taxes in 2026-27 (Appendix A) which will be approved by the Council Tax Setting committee on 27 February 2026.
- c) that the special Council Tax Setting committee will meet on Friday 27 February 2026. This will allow council tax notices to be issued in line with the normal statutory timetable.

2.3 TREASURY MANAGEMENT STRATEGY AND CAPITAL STRATEGY 2026-27

Councillor Stephanie Cryan, cabinet member for equalities, democracy and finance, moved the report.

After debate (Councillors Andy Simmons, Barrie Hargrove), Councillor Stephanie Cryan replied to the debate.

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

RESOLVED:

1. That council assembly approved the Treasury Management Strategy and Capital Strategy for 2026-27, and its appendices:
 - Appendix A – Treasury Management Strategy 2026-27
 - Appendix B - Interest Rate forecasts
 - Appendix C - Prudential Indicators
 - Appendix D - Annual Investment Management Strategy (AIS)
 - Appendix E - Capital Strategy

- Appendix F- Annual Minimum Revenue Provision
- Appendix G - Glossary Statement

2.4 PROPORTIONALITY AND ALLOCATION OF SEATS ON COMMITTEES

This item was deemed to be formally moved.

RESOLVED:

Council assembly:

1. Noted the updated political balance of the council following the publication of the agenda as follows:

Group	Members	%
Labour	45	71.43
Liberal Democrat	11	17.46
Green	4	6.35
Independent members (not a group)	3	4.76
Total	63	100.00

2. Noted that for the purpose of calculating the allocation of seats on committees, only political groups with greater than one member are considered.
3. Noted changes to proportionality and the possible change to the allocation of seats on committees from that agreed by council assembly on 12 November 2025. The new allocation is set out at paragraph 5, in Table 2 of the report.

3. AMENDMENTS

The amendments were circulated in supplemental agenda no. 1.

The meeting closed at 9.45 pm.

CHAIR:

DATED:

Meeting Name:	Council Assembly
Date:	18 March 2026
Report title:	Motion on the Theme: A borough where everyone can succeed
Ward(s) or groups affected:	All
Classification:	Open
Reason for lateness (if applicable):	Not applicable
From:	Proper Constitutional Officer

BACKGROUND INFORMATION

The theme for this meeting is “A borough where everyone can succeed.”

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 Sarah King, leader of the council

A borough where everyone can succeed

1. Council Assembly celebrates:
 - a. The diversity and vibrancy of our borough, from Peckham’s food scene to Dulwich’s parks and sports grounds, Bermondsey’s estates to Walworth’s street markets and Bankside’s heritage.
 - b. Our amazing, energised local communities.
 - c. The small businesses and entrepreneurs that make our town centres thrive.
 - d. The teachers, nurses, doctors, firefighters and other key workers who keep our borough running.
 - e. Our tireless and hard-working network of voluntary and community organisations.

2. Council Assembly thanks:

- a. The vast network of voluntary and community organisations that help make our borough succeed, including but not limited to:
 - i) Community Southwark – who bring our VCS partners together with help and guidance for charities and community groups.
 - ii) Spring – the organisation behind Spring Community Hub and The Blue Youth Centre that provide so much for residents in need.
 - iii) MyEnds – who work with families of young people affected by and involved in violent crime, alongside Southwark’s Violence Reduction Unit, to prevent and stop knife and other violent crime.
 - iv) Bede House – who support our entire community with specialist services including assisting people with learning disabilities and our new Women’s Safety Alliance.
 - v) Our network of Tenants’ and Residents’ Associations – who work tirelessly to champion our estates and improve people’s homes right across our borough.
 - vi) The council’s Repairs Improvement Board – representing tenants and leaseholders.
 - vii) Teachers, school governors and parents – who have helped Southwark Labour get 99% of our schools to be rated Good or Outstanding by Ofsted.
 - viii) Members of the Policing Oversight Board – who are helping to improve local people’s trust in the police by increasing accountability.
 - ix) ‘Friends of’ park groups – who nurture and champion our local parks and green spaces, helping maintain them as some of the best parks in the country.
 - x) The Southwark Pensioners Action Group – who champion the rights of older people right across our borough.
 - xi) Southwark Law Centre – whose efforts help protect our residents, including asylum seekers and refugees.
 - xii) Millwall Community Trust – who work with thousands of people in Southwark delivering projects that support initiatives for young people, community engagement, charitable causes, education and life skills, and more.

3. Council Assembly welcomes this Labour administration's:
 - a. Investment in making Southwark more affordable, including:
 - i) £99.1 million-worth of council tax cuts for residents struggling to pay their bills, via the Council Tax Reduction Scheme.
 - ii) The £53 million Cost of Living Fund, helping over 100,000 people with cash payments and targeted support.
 - iii) Working with the Living Wage Foundation to help over 7,000 people onto a London Living Wage, including Southwark's first 'living wage building' in North Bermondsey.
 - iv) Campaigning to support eligible older people to claim the Pension Credit they are entitled to.
 - v) Free Swim and Gym, that helps residents lead healthy, active lives by expanding access to our brilliant leisure centres.
 - vi) Investing £28.5 million in 2024/25 in more than 400 local organisations that deliver vital services and support, making the council the borough's largest investor in the voluntary and community sector.
 - b. Work to tackle the housing crisis, including:
 - i) Building or starting over 3,000 new council homes, with more council homes built in Southwark last year than anywhere else in the country, according to Inside Housing.
 - ii) Building more social rent homes in the last 5 years than any other London borough, with more social rent homes built in one year than the three Liberal Democrat-run councils in London built together over the previous decade.
 - iii) Plans to start Southwark's first rent-controlled homes for key workers in London Bridge & West Bermondsey and our first Community Land Trust homes in Peckham – where prices will be tied to local incomes forever.
 - iv) Expansion of our 'Housing First' programme to support rough sleepers into secure accommodation, with modular housing schemes at Leroy Street and coming forward on the Rochester Estate.
 - v) A new Temporary Accommodation (TA) Working Group and action to support families in TA with free Wifi and laundry, ensuring no families with children are placed in B&Bs.

- vi) £250 million investment in our council homes over three years to make them safer and healthier, improving fire, electrical, gas, lift and water safety, tackling damp and upgrading old and unreliable heating systems.
 - vii) The new Better Repairs Plan, which establishing neighbourhood repairs teams and making sure repairs are done right the first time, building on successes such as regular Repairs Action Days on estates.
 - viii) The national-leading *Securing the Future of Council Housing* campaign, with Southwark leading a coalition of over 100 councils on behalf of our residents to fix the broken system and save council housing for future generations.
- c. Work to keep our communities safe, including:
- i) Setting up the Women's Safety Alliance, our groundbreaking service to help women experiencing domestic abuse and sexual violence, providing safe and accessible spaces at the point of crisis and subsequent integrated support.
 - ii) Investing £5 million in rolling out new and improved CCTV and an antisocial behaviour taskforce.
 - iii) Introducing nighttime uniformed wardens to patrol hotspot areas and make our town centres and estates safer, extending the work of our community wardens.
 - iv) Ramping up fly-tipping enforcement, with new £1,000 fines, to clean up our streets and hold perpetrators to account.
- d. Investment in public spaces and services, leading the way when it comes to:
- i) Protecting and improving our council-owned libraries and opening two libraries including Una Marson in Faraday.
 - ii) Bringing our leisure centres back in house so they are owned by our residents, upgrading our leisure centres, opening a brand new leisure centre at Canada Water in Rotherhithe, and new open water swimming in Greenland Dock.
 - iii) Investing £18 million our parks, making them some of the best in London and retaining all 30 of our Green Flag awards.
 - iv) Planting nearly 40,000 trees in the last 5 years – including planting the 100,000th tree on council land in St George's.
 - v) Investing in new playgrounds, with almost £18 million invested in revamping playgrounds including Ellen Brown Adventure

Playground, Frederick's Playground, Peckham Rye Adventure Playground and many more, and a further £7.1 million of investment to upgrade 15 parks over the next three years.

- vi) Creating cleaner, greener, safer streets that prioritise pedestrians, with over 100 crossings installed since 2022, including Evelina Road in Nunhead & Queen's Road and Lordship Lane in Dulwich Wood.
 - vii) The Southwark Pioneers Fund, which has provided £2.6m to help new and established local businesses to expand and thrive, including over 900 local entrepreneurs and businesses since launching in 2022 with two-thirds being female-led.
 - viii) Making affordable and more sustainable travel more accessible: installing over 2.5km of segregated cycle lanes, hundreds more cycle hangars, 1,000 new EV charging points, and investing £10 million with TfL to improve bus journeys.
 - ix) Clearing up and deterring graffiti in our town centres, by rolling out 'graffiti blitz' teams in problem areas, such as Camberwell Church Street, and expanding to known hotspots such as Rye Lane.
- e. Investment in families:
- i) Expanding free healthy school meals into secondary schools, providing free school meals in the holidays and rolling out new breakfast clubs, as no child can learn while they're hungry.
 - ii) Working with our teachers, school governors, parents and communities to improve our schools so now 99% of Southwark schools are rated 'Good' or 'Outstanding' by Ofsted.
 - iii) Investing in Children & Family Hubs, so every family is within 15 minutes of the support they need.
 - iv) Opening a brand-new nursing home at Camberwell in May 2022, with state of the art facilities and high-quality care.
 - v) With the award-winning Appleby Blue almshouse in Bermondsey, with 57 of the best affordable homes for older people in the country.
 - vi) Rolling out the Residential Care Charter, which has resulted in better quality of care for residential care homes in the borough, and improved working conditions for staff.
 - vii) Making our streets safer for children, rolling out 32 school streets across the borough to keep kids safe outside schools.

- f. Commitment to defending our communities:
 - i) Achieving Borough of Sanctuary status, rubber-stamping our commitment to welcoming refugees, asylum seekers and migrants.
 - ii) Establishing Southwark Stands Together to combat racism, discrimination and inequality in our borough, and ensuring that our services and public spaces reflect and respect the diversity that makes Southwark great.
 - iii) Becoming an Age Friendly Borough, bringing to life our commitment to older residents by embedding age-friendly principles into planning, housing, public realm, health and community services, so that people can age well, stay connected and live independently for longer.
 - iv) Becoming the first council to incorporate the UN Genocide Convention into the council's investments framework, divesting pension funds away from companies linked to the occupation of Palestine and other conflicts.

4. Council Assembly believes:

- a. The next four years will be pivotal for the continued success of our borough.
- b. The prospect of the Green Party or Liberal Democrats running the council puts at risk the support for and investment in our diverse communities, whether through a return to Liberal Democrat austerity or the Green's financial incompetence.
- c. Only Labour has the experience in protecting and expanding vital services while prudently managing the council's finances.
- d. Amidst a housing crisis, only Labour has the track record of building genuinely affordable homes.
- e. Liberal Democrat and Green proposals on affordable housing would result in zero social rent homes being built in Southwark.
- f. That their plans to block the building of new homes would cut income from taxes on developers, leading to less investment in our local communities.
- g. The Liberal Democrats' plans to tackle crime with 'Community Safety Gazebos' and Greens' plans to decriminalise drug abuse on our streets and estates are not serious and will reverse progress made by this Labour administration on tackling crime and antisocial behaviour.

5. Council Assembly resolves to:

- a. Call upon cabinet to bring forward a substantial policy programme including a refreshed Borough Plan for the next four years that will include Southwark Labour's plan to create a borough where everyone can succeed:
 - i) Building genuinely affordable homes
 - with 1,500 new social rent homes, one third of which will be council-owned.
 - ii) Keeping neighbourhoods safe
 - by doubling the number of community wardens, meaning tougher enforcement on streets and estates, night and day.
 - iii) A new youth guarantee
 - with opportunities for all young people leaving school while helping residents find a good, well-paid job.
 - iv) A free culture pass
 - breaking down barriers so everyone can enjoy our amazing, diverse nightlife, art, theatre and all the borough has to offer.
 - v) A council you can trust
 - to cherish the things you love most about Southwark, like our parks and libraries, to take your issues seriously and to get it right first time, whether it's housing repairs or fly-tipping.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Cabinet members Motion	Constitutional Team 160 Tooley Street London SE1 2QH	Constitutional Team Constitutional.Team@southwark.gov.uk

AUDIT TRAIL

Lead Officer	Chidilim Agada, Head of Constitutional Services
Report Author	Virginia Wynn-Jones, Principal Constitutional Officer
Version	Final
Dated	27 February 2026

Meeting Name:	Council Assembly
Date:	18 March 2026
Report title:	Members' Question Time
Ward(s) or groups affected:	All
Classification:	Open
Reason for lateness (if applicable):	N/A
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.

Questions to the leader will be taken first, 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 by group.

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

Responses to members' questions will be circulated 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 (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.

1. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR VICTOR CHAMBERLAIN

Can the Leader provide an assessment of whether the Labour government's record has been beneficial to Southwark Council and its residents, and confirm whether the Government still has the full support of her group and administration?

2. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR KATH WHITTAM

Can the leader on behalf of the deputy cabinet member assure me that the service level agreement for the maintenance of the swimming pool at Canada Water is adequate given the 4 month closure such a short time after opening?

3. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR CASSANDRA BROWN

What work has this council done to improve safety for women and girls over the past 4 years?

4. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR EMILY TESTER

Even after several major works scandals in which exposed appalling lack of transparency from the council, leaseholders on several estates are reporting that final bills are still being delayed and much greater than expected. On the Four Squares, some residents have waited over a decade or been hit with bills for works from many years before they bought their homes. Can the leader explain the reason for these delays, confirm if she will consider mitigations such as extending the interest free period beyond 3 years for resident leaseholders and extend an apology to those affected by this appalling mismanagement?

5. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR KETZIA HARPER

Can the leader tell me what Southwark Council will do to address the failing regeneration of the Aylesbury Estate and the Council's broken relationship with Notting Hill Genesis to ensure the responsible expenditure of council resources and resident's safety moving forward?

6. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR ESME DOBSON

Can the Leader update me on plans to open up a new public square on Rye Lane?

7. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR IRINA VON WIESE

Recent Met data has shown that under Labour, Southwark has the highest crime rate in South East London. Can the leader confirm what steps have been taken in concert with the police to ensure that residents are safe?

8. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR JAMES MCASH

Could the leader set out what steps are the Council taking to ensure that trans women and trans men feel safe and welcome in Council spaces?

9. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR MAGGIE BROWNING

What is the council doing to ensure children are safe outside schools at pick up and drop off time right across our borough?

10. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR RACHEL BENTLEY

Following various major works and other estates scandals, and the unceremonious removal of Open Communities from the Chilton Grove estate without their consultation, it has been reported that Open Communities may now be withdrawing across Southwark. Can the leader explain why, and outline how the council will ensure tenants and leaseholders are meaningfully engaged with going forward?

11. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR SAM FOSTER

Could the Leader provide an update on the progress on the pension divestment from conflict and genocide announced in September 2025, including the work with London Collective Investment Vehicle (LCIV), the conversations with BlackRock and Legal & General Investment Management (LGIM), and the finalisation of the Exclusions Framework?

12. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR CHARLIE SMITH

Can the Leader tell me how much the council has invested in our Leisure Centres over the past 4 years?

13. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR JANE SALMON

The Council has left the Albion Channel to degrade into a state where the only option has been to spend £425k of taxpayers' money and destroy wildlife habitats. Does the Council support the Liberal Democrats' plans to invest in

regular maintenance of our vital sites of importance for nature conservation (SINCs)?

14. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR CATHERINE ROSE

What is the council doing to protect our library services and make best use of our libraries to deliver vital services?

15. QUESTION TO THE LEADER OF THE COUNCIL FROM COUNCILLOR NAIMA ALI

Can the Leader provide an update on our work to support asylum seekers and refugees and maintain Southwark's Borough of Sanctuary status?

16. QUESTION TO THE CABINET MEMBER FOR COUNCIL HOMES FROM COUNCILLOR ADAM HOOD

Residents in Surrey Docks and across Southwark have experienced unacceptable heating outages, sometimes for months during the coldest time of the year. Despite council policy, residents are also not being paid compensation for this - despite paying for heating they are not getting and resorting to electric heaters at their own expense. Can the leader confirm that every resident will get the compensation they are entitled to?

17. QUESTION TO THE CABINET MEMBER FOR COUNCIL HOMES FROM COUNCILLOR DAVID WATSON

Can the Cabinet Member confirm how many residents are on the council's social housing waiting list?

18. QUESTION TO THE CABINET MEMBER FOR COUNCIL HOMES FROM COUNCILLOR REGINALD POPOOLA

Could the Cabinet member set out the number of Council owned properties that are currently classed as void and when we can reasonably expect the Housing department to meet their internal targets on turning over minor and major voids?

19. QUESTION TO THE CABINET MEMBER FOR HEALTH AND WELLBEING FROM COUNCILLOR MICHAEL SITU

What has this council done in the past four years to expand access to healthcare for all residents in our borough?

20. QUESTION TO THE CABINET MEMBER FOR PARKS AND CULTURE FROM COUNCILLOR RENATA HAMVAS

How much has this council invested since 2022 into making Southwark's parks some of the best in London?

21. QUESTION TO THE CABINET MEMBER FOR COUNCIL HOMES FROM COUNCILLOR ANDY SIMMONS

Can the cabinet member update me on Southwark's national-leading Securing the Future of Council Homes campaign?

22. QUESTION TO THE CABINET MEMBER FOR COUNCIL HOMES FROM COUNCILLOR NICK JOHNSON

Canada Water Masterplan has been reduced to just 3% affordable housing, and the decision making has now been taken out of local hands, with Sadiq Khan likely to approve the application. Does the Cabinet Member believe the council is being tough enough on developers from the outset to ensure that they follow through on their promises to residents to deliver the affordable housing we need in Southwark?

23. QUESTION TO THE CABINET MEMBER FOR CLIMATE EMERGENCY, JOBS AND TRANSPORT FROM COUNCILLOR GRAHAM NEALE

In November 2024, we asked a member's question about the empty former nursery at Tadworth House. Can the cabinet member confirm whether it is still empty, and what steps have been taken to bring this potential resource back into productive use?

24. QUESTION TO THE CABINET MEMBER FOR SUSTAINABLE DEVELOPMENT FROM COUNCILLOR SAM DALTON

Can the Lead Member update me on the investment we are putting back into our local communities through taxes on big developers?

25. QUESTION TO THE CABINET MEMBER FOR SUSTAINABLE DEVELOPMENT FROM COUNCILLOR RICHARD LIVINGSTONE

Can the Lead Member update me on plans to build brand new social rent homes on the Old Kent Road?

26. QUESTION TO THE CABINET MEMBER FOR CLIMATE EMERGENCY, JOBS AND TRANSPORT FROM COUNCILLOR GAVIN EDWARDS

What has the council done to ensure our residents can walk and wheel safely right across our borough?

27. QUESTION TO THE CABINET MEMBER FOR CLIMATE EMERGENCY, JOBS AND TRANSPORT FROM COUNCILLOR MARIA LINFORTH-HALL

Despite inheriting the portfolio recently due to a Labour Cabinet Member's defection, will the Cabinet Member commit to standing up for St George's Ward residents who live around the Lambeth council-led Kennington Triangle scheme, which has been poorly communicated and consulted on due to Southwark Labour's negligence?

28. QUESTION TO THE CABINET MEMBER FOR COMMUNITY SAFETY AND NEIGHBOURHOODS FROM COUNCILLOR HAMISH MCCALLUM

Residents of Shad Thames are increasingly concerned about the impact that the rising number of licensed premises will have on the character of the conservation area. Will the leader support their request to introduce a Cumulative Impact Zone to incorporate Shad Thames, and ensure that a more balanced approach to licensing decisions is taken?

29. QUESTION TO THE CABINET MEMBER FOR CLIMATE EMERGENCY, JOBS AND TRANSPORT FROM COUNCILLOR BARRIE HARGROVE

What has the council done to support residents into employment since 2022?

30. QUESTION TO THE CABINET MEMBER FOR PARKS AND CULTURE FROM COUNCILLOR VICTORIA MILLS

I would like to welcome the investment in refurbishing the main toilets at Peckham Rye Park. This is a much-needed improvement to one of Southwark's flagship parks, and I know it will be appreciated by local residents and visitors alike. With the contractor handover to the council confirmed as the end of April, could the Cabinet Member please confirm:

- What date will the toilets re-open to the public?
- Whether the refurbished toilets will include baby changing facilities?
- Given that the park is already extremely busy as the weather improves, and that currently the café toilets are the only public provision available, what steps are being taken to ensure that the public toilets within the playroom/changing rooms building are reopened as soon as possible to relieve pressure?

Meeting Name:	Council Assembly
Date:	18 March 2026
Report title:	Members' Motions
Ward(s) or groups affected:	All
Classification:	Open
Reason for lateness (if applicable):	Not applicable
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, council assembly without prior reference to the cabinet cannot decide upon any matters that are reserved to the cabinet (i.e. housing, social services, regeneration, environment, education etc.) 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.

¹ Council assembly procedure rule 1.14 (9)

Note: In accordance with council assembly procedure rule 2.10 (8) & (9) (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. MOTION FROM COUNCILLOR GAVIN EDWARDS (Seconded by Councillor Cleo Soanes)

Tackling antisocial behaviour on Southwark's estates

1. Council Assembly welcomes:
 - a. Southwark Labour's £5 million investment in tackling crime and antisocial behaviour (ASB), including £3 million to upgrade CCTV coverage across our borough.
 - b. Southwark Labour's investment in uniformed community wardens, with new enforcement powers, to tackle ASB day and night.
 - c. This Labour-run council's work with the Metropolitan Police Service to double the number of neighbourhood police officers in Peckham and Walworth town centres.
 - d. The work of the Southwark Anti Social Behaviour Unit (SASBU) - coordinating enforcement and prevention across our borough.
 - e. Recent walkabouts in ASB hotspot areas in our town centres and on our estates, to keep our neighbourhoods safe.
2. Council Assembly notes with concern:
 - a. Green Party proposals which could legalise drugs including crack cocaine, heroin and date-rape drug GHB for recreational use.
 - b. The loss of power for community wardens and the police to prevent drug abuse in communal areas on estates and in town centres, should drugs be legalised.
 - c. The devastating impact the legalisation of drugs could have on our communities, estates and town centres in Southwark, creating the prospect of open abuse in stairwells, streets and other communal areas.
 - d. The potential acceptance of drug abuse in Southwark's estates and in town centres, should the Green Party ever be in power.
3. Council Assembly welcomes:
 - a. The Labour Party's zero-tolerance approach to drug dealing and taking on our estates and in other communal areas.

- b. Southwark Labour's promise to double the number of community wardens.
- c. This Labour-run council's £1.5 million investment in better street lighting, making streets safer after dark.
- d. Labour's investment in security doors on estates including the Brimington Estate in Nunhead and the St Saviour's Estate in London Bridge & West Bermondsey.
- e. The new Resident ASB Partnership (RAP):
 - i. Bringing council, police and community services together to tackle ASB on our estates.
 - ii. Noting that decisions about estates should be made with our residents rather than for them.
 - iii. Further noting the partnership will ensure residents have a say in addressing drug related ASB on their estates and that everyone's input is valued.
 - iv. Welcoming the trial of this new approach on the St Saviours, Brimington and Nelson & Portland estates.

4. Council Assembly also welcomes:

- a. The council's increased enforcement measures on fly-tipping, including:
 - i. Targeted action across the borough to clean up hotspot areas, introduce preventative "design-out" measures, and deliver tougher enforcement.
 - ii. Working with businesses to ensure streets are free of waste.
 - iii. Organising visible daily patrols of hotspot areas, with additional environmental enforcement officers and graffiti removal operatives.
 - iv. Working with residents in flats above shops to improve waste collection practices and ensure optimal bin infrastructure to help keep waste off our streets.
 - v. Using crime tape as a visible warning to potential offenders that fly-tipping is a crime and that the council is cracking down on perpetrators.
 - vi. Issuing fixed penalty notices to offenders, with new £1,000 fines.
 - vii. Tackling fly-tipping on council estates, collaborating with tenants and residents associations on improved communications and behaviour change, enforcement trials including daily visible patrols, 'crime tape' warning notices and fixed penalty notices for repeat offenders, on 14 estates including Acorn Estate in Nunhead & Queen's Road, Hawkstone Estate in Rotherhithe, Sceaux Gardens Estate in St Giles, and Manor Estate in South Bermondsey.

5. Council Assembly resolves to ask that:
 - a. Cabinet use the evidence gained from the council's new estate ASB pilots to tackle ASB right across our borough.
 - b. The council moves swiftly to deliver on investment in infrastructure to tackle ASB, such as new security doors.
 - c. The council continues to take a zero-tolerance approach to ASB right across our borough, including doubling the number of community wardens, as proposed by Southwark Labour.
 - d. Cabinet continue to tackle fly-tipping on estates and in our town centres, taking an evidence-based approach following the council's estate plots.

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

2. MOTION FROM COUNCILLOR VICTOR CHAMBERLAIN (Seconded by Councillor Rachel Bentley)

Liberal Democrats will Fix Southwark

1. Council Assembly notes:
 - a. The publication of the Southwark Liberal Democrats' 2026 manifesto, How to Fix Southwark, which sets out a comprehensive, bold, and deliverable plan to tackle the cost of living crisis, make our streets cleaner and safer, and deliver better services for residents.
 - b. That Southwark has now been run by the Labour Party for sixteen years, alongside a Labour Mayor of London and now a Labour Government, yet residents continue to face:
 - i. An £80 million funding gap over the next three years as a result of the Government's so-called "Fair Funding" review.
 - ii. Rising council tax bills hitting the poorest hardest.
 - iii. The fourth highest number of crimes in London, and the highest crime rate in South East London.
 - iv. A housing department rated among the worst in the country by the Regulator of Social Housing.
 - v. Repeated housing scandals, overspends and maladministration findings.

- vi. A collapse in affordable housing starts.
- vii. Over 22,000 households on the housing waiting list.
- viii. Stagnating recycling rates and a flytipping and litter epidemic.
- c. That residents feel increasingly disconnected from a remote and inaccessible council, with over 8,000 Stage 1 complaints and 67% of Housing Ombudsman cases resulting in maladministration findings
- d. That the Liberal Democrat Budget Amendment “Let’s Fix Southwark” demonstrates that a different set of priorities is possible, cutting waste and political indulgence to invest directly in frontline services.
- e. That in Southwark, only the Liberal Democrats are the alternative to Labour. Other than Labour and the Liberal Democrats:
 - i. No other political party has been elected to the council since 2018.
 - ii. No other political party has led the council since its creation
 - iii. No other political party has had Parliamentary representation in Southwark since 1992, and in what is now Bermondsey and Old Southwark since 1935.

2. Council Assembly believes:

- a. That after sixteen years of one-party rule, Southwark needs a change of direction.
- b. That council tax is regressive and that protecting the poorest households from further rises should be a priority.
- c. That crime and anti-social behaviour require visible, accountable community-based solutions.
- d. That Southwark’s housing crisis is the defining injustice of our borough, and that failure on both supply and standards has resulted in a total lack of trust from residents in this failing Labour administration.
- e. That local government must be accessible, accountable, and rooted in neighbourhoods.
- f. That Southwark can and must go greener, faster; combining climate action with lower bills and better public spaces.
- g. That change is deliverable through better use of existing resources, revenue generation, and cutting waste, as recently outlined in the

Liberal Democrat budget proposals.

3. Council Assembly therefore resolves:

- a. To tackle the cost of living crisis and back our communities by:
 - i. Freezing council tax for the poorest households by providing an additional £150 reduction for all working-age recipients of council tax support.
 - ii. Launching a local rates relief fund to support independent businesses and high streets.
- b. To make Southwark safer and cleaner by:
 - i. Doubling the number of directly employed Community Safety Wardens from 30 to 60.
 - ii. Investing in community safety infrastructure, including mobile CCTV and safe space initiatives.
 - iii. Abolishing the bulky waste collection charge and introducing community skip days to tackle fly-tipping.
 - iv. Guaranteeing working security doors on all estates that request them by 2028.
 - v. Delivering five new youth centres and expanding welcoming, fun, and safe, evening spaces for young people.
- c. To fix the housing crisis by:
 - i. Ensuring that at least 50% of all new homes on private developments are genuinely affordable.
 - ii. Appointing an Affordable Housing Tsar to robustly challenge developers.
 - iii. Reversing the collapse in council housebuilding.
 - iv. Launching a root-and-branch review of the housing department.
 - v. Introducing a 24-hour repairs hotline and a dedicated complex repairs team to tackle damp and mould.
 - vi. Clearing the fire safety certificate backlog.

- vii. Extending selective licensing and strengthening enforcement in the private rented sector.
 - viii. Overhauling the homeownership department to ensure transparency and fairness in service charges.
- d. To restore neighbourhood democracy and accessibility by:
- i. Reintroducing one-stop-shops in every neighbourhood, open seven days a week.
 - ii. Opening a 24/7 repairs hotline.
 - iii. Bringing back neighbourhood community councils with devolved decision-making powers.
 - iv. Guaranteeing responses to resident enquiries within seven days.
- e. To go greener, faster by:
- i. Opening eight green spaces and parks - one in each neighbourhood.
 - ii. Installing solar panels across council properties where feasible.
 - iii. Launching a local warmer homes retrofit programme.
 - iv. Planting 130,000 trees over four years.
 - v. Ensuring at least 60% of waste is recycled.
 - vi. Guaranteeing an EV charging point within 200 metres of every home.
- f. To get Southwark moving by:
- i. Rolling out 25km of new cycle lanes and expanding Santander Cycle coverage.
 - ii. Backing the Bakerloo Line Extension, which the Labour Mayor and Labour Government have failed to deliver.
 - iii. Ensuring all train stations in Southwark become step-free accessible.
 - iv. Negotiating tougher enforcement with dockless e-bike operators.

- g. To fund these commitments responsibly by:
 - i. Cutting wasteful spending on consultants, agency staff, excessive cabinet posts, and political indulgences.
 - ii. Making better use of the council's commercial estate and assets
 - iii. Increasing filming fees and commercial event income.

As demonstrated in the balanced revenue and one-off funding tables contained within the Liberal Democrat Budget Amendment.

- 4. Council Assembly further resolves:
 - a. To endorse the principles and direction set out in How to Fix Southwark as a credible and deliverable alternative to the current administration, and – in the event of a Liberal Democrat led administration after May's elections – apply the manifesto to the Council's Delivery Plan according to standard practice.

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

3. MOTION FROM COUNCILLOR CHARLIE SMITH (Seconded by Councillor Sabina Emmanuel)

Protecting the Freedom Pass for Older Londoners

- 1. Council Assembly notes:
 - a. The Freedom Pass enables older residents of pension age and disabled residents to travel for free on public transport across London.
 - b. That the Freedom Pass is a vital lifeline for older Londoners, enabling them to travel across the city, see their loved ones, make appointments and access essential services.
 - c. The Freedom Pass is funded by every London council.
 - d. Local government funding has been slashed by previous Conservative and Liberal Democrat governments, leaving councils to pick up increased costs.
 - e. During the Covid-19 pandemic, the Conservative government sought to impose restrictions on the Freedom Pass and attempted to remove free travel for young people through the Zip Oyster card as a condition of funding Transport for London.

- f. The Conservative government did not seek to impose such restrictions on private rail companies in their bailouts but targeted older and younger Londoners.
- g. Southwark is a borough where the majority of residents do not own a car, making affordable public transport essential.
- h. Losing access to the Freedom Pass would hit the poorest Londoners hardest, at a time when finances are stretched more than ever, with the impact of Conservative and Liberal Democrat cost-of-living crisis and austerity still felt.
- i. Despite huge cuts to council finances from the Conservative and Liberal Democrat governments, Southwark Labour has protected concessionary travel in our borough as prices elsewhere became more difficult to afford.

2. Council Assembly also notes:

- a. Southwark Labour has, with the Labour Mayor of London and other Labour councils, consistently made it safer, more affordable and more accessible for people to travel in and around our borough.
- b. This Labour-run council has recently secured £10 million from Transport for London to deliver a Better Bus Partnership, rolling out new, fully electric buses and reducing travel times from London Bridge to the South Circular, via Elephant, Walworth Road, Camberwell Green, Denmark Hill and Lordship Lane.
- c. Southwark Labour used taxes on big developers to fund the Bakerloop Bus – a new express route down the Old Kent Road which is easing congestion, baking regular services quieter and proving the demand for the Bakerloo Line Extension.

3. Council Assembly notes with concern:

- a. That a Liberal Democrat councillor serving on the committee responsible for overseeing the Freedom Pass described the Pass as an “expensive burden”, as reported in the Evening Standard.
- b. The Liberal Democrats’ track record of austerity – with deliberate budget and funding cuts delivered when in government.
- c. That rising living costs mean any restriction to concessionary travel would significantly impact older residents’ independence and wellbeing.

4. Council Assembly welcomes:

- a. The commitment of Southwark Labour and other Labour councils to oppose restrictions to the Freedom Pass scheme.
- b. The leadership of London Councils' Labour Group in ensuring sustainable funding solutions do not come at the expense of older Londoners.
- c. That the Mayor of London has confirmed his full support for Labour councils working to protect the Freedom Pass and continues to provide the 60+ Oyster card and other concessionary options.

5. Council Assembly resolves to ask that:

- a. Cabinet continues joint work to ensure the Freedom Pass remains fully protected.
- b. Southwark Council actively opposes any proposals that diminish the scope or value of the Freedom Pass.
- c. The Council reaffirms its commitment to keeping costs down for residents, especially older people.
- d. That investment opportunities continue to be sought to improve bus and other public transport, including continuing campaigns to upgrade train stations across Southwark to be fully accessible.

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

4. MOTION FROM COUNCILLOR EMILY TESTER (Seconded by Councillor Adam Hood)

Southwark has no confidence in Sir Keir Starmer

1. Council Assembly notes:

- a. Since taking office in July 2024, the Labour Government – under Keir Starmer's premiership has been mired in repeated controversies, including:
 - i. The Chancellor of the Exchequer failing to follow Southwark's landlord licensing rules, which the Prime Minister refused to take action over, and Southwark's own Cabinet Member for Housing also fell foul of these rules – resigning after the Liberal Democrats called for an investigation.
 - ii. The former Secretary of State for Housing, Communities, and Local Government, Angela Rayner MP being forced to resign due to unpaid stamp duty.

- iii. The emerging scandals around the activities of pro-Starmer Labour faction “Labour Together”
 - iv. Appointing the former Lord Mandelson to a senior ambassadorial role despite his known continued association with convicted paedophile Jeffrey Epstein.
- b. The Government has carried out a series of major U-turns, including:
- i. Abandoning plans to delay local elections after legal and political pressure from the Liberal Democrats.
 - ii. Scaling back proposed digital ID requirements.
 - iii. Climbing down on welfare and disability benefit reforms.
 - iv. Reversing its position on the two-child benefit cap following a Liberal Democrat campaign, a campaign not vocally backed by Southwark Labour.
 - v. Further cutting overseas aid to fund defence commitments after signalling a different direction.

2. Council Assembly believes

- a. This Labour government – under Keir Starmer’s leadership – has failed to deliver for residents in Southwark. Principally:
- i. Failed to back local authority house-building as a priority, with affordable starts collapsing in recent years and Southwark starting only 69 homes in 2025, up from just 1 the year before.
 - ii. Implemented a “tax on jobs” seriously undermining the ability of independent local businesses to continue
 - iii. Left Southwark with an £80 million budget gap over the next three years, undermining public services which have already suffered under this Labour administration.
 - iv. Due to these cuts and failures representing such a departure from what many expected from a Labour Government, as well meddling in local democratic processes from the Labour Party, seven Labour councillors have resigned from the party, including a deputy cabinet member and a cabinet member, who said the cuts will “devastate local services”.
- b. Repeated U-turns and scandals erode public trust in politics and weaken confidence in government at every level.

- c. Effective national leadership requires consistency, credibility and the confidence of Parliament and the public.

3. Council Assembly therefore resolves:

- a. That this Council has lost confidence in the Prime Minister's leadership.
- b. To call on the Prime Minister to either resign or call a General Election, in order to allow new leadership capable of restoring stability, credibility and focus to national government.
- c. To write to the borough's Members of Parliament setting out the Council's position and urging them to act in the best interests of their constituents.

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	Constitutional Team Constitutional.Team@southwark.gov.uk

AUDIT TRAIL

Lead Officer	Chidilim Agada, Head of Constitutional Services
Report Author	Virginia Wynn-Jones, Principal Constitutional Officer
Version	Final
Dated	27 March 2026

Meeting Name:	Council Assembly
Date:	18 March 2026
Report title:	Proportionality and Allocation of Seats on Committees March 2026
Ward(s) or groups affected:	All
Classification:	Open
Reason for lateness (if applicable):	Not Applicable
From:	Proper Constitutional Officer

RECOMMENDATIONS

1. To note the political balance of the council as follows:

Group	Members	%
Labour	45	71.43
Liberal Democrat	11	17.46
Green and Independent Alliance	6	9.52
Independent members (not a group)	1	1.59
Total	63	100.00

2. To note that for the purpose of calculating the allocation of seats on committees, only political groups with greater than one member are considered.
3. To note changes to proportionality and recommend that council assembly agree the change to the allocation of seats on committees from that agreed by council assembly on 25 February 2026. The new allocation is set out at paragraphs 9, 10, and 11, in Tables 2, 3 and 4.

BACKGROUND INFORMATION

4. The rules for the allocation of seats are set out in Sections 15 and 16 of the Local Government and Housing Act 1989 Local Government Committee and Political Group Regulations 1990. The political balance rules require that the political groups represented on council have proportionate representation on council committees. A political group must comprise at least two members. Councils can allocate seats on committees to members not aligned to a group but are under no statutory obligation to do so. If a political group wishes to allow an independent member to continue to sit on a committee, this is permitted and is a matter for their discretion i.e. the political group allows the member to occupy one of their allocated seats, as an independent member.
5. If a group represents 40% of the council and a committee has 10 seats, they would be entitled to 4 seats on that committee (40% of 10). This often involves

rounding up or down fractional entitlements to arrive at whole numbers of seats. The overall allocation should aim to reflect the political balance of the council as a whole.

6. The regulatory and other committees are the “ordinary committees” of the council are:
 - Appointments committee
 - Planning Committee (Major Applications) A
 - Planning Committee (Major Applications) B
 - Planning Committee (Smaller Applications)
 - Audit, governance and standards committee
 - Corporate parenting committee
7. Since the council assembly meeting on 25 February 2026, two independent members and four Green party members have moved to create a new Green and Independent Alliance (GIA) party. The GIA party now have six members and are therefore allocated seats by the proportionality set out in this report.

Table 2: Ordinary Committees - Total number of seats 42

8. Labour with 45 members will have 30.48/42 seats, Liberal Democrat with 11 members will have 7.45/42 seats, GIA with 6 members will have 4.06/42 seats, and independent members 0/42 seats.
9. The below tables are based on the committees as agreed by council assembly (and the council as licensing authority, for the licensing committee) on 25 February 2026. The allocations as of 25 February 2026 are shown in brackets. Constitutional steering panel at its meeting on 2 March 2026 considered and agreed to recommend the seats to alter, as listed in the table below.

Committee	Total	Lab	Lib Dem	GIA	Ind.
Committee 1 Appointments Committee	7	5	2	0	0
Committee 2 Planning Committee (Major Applications) A	7	5 (6)	1	1 (0)	0
Committee 3 Planning Committee (Major Applications) B	7	5 (6)	1	1 (0)	0
Planning Committee (Smaller Applications)	7	5	2	1	0
Committee 4 Audit, Governance and Standards Committee	7	5	1	0	0
Committee 5 Corporate Parenting Committee	7	5	1	1	0
Total	42	30 (32)	8	4 (2)	0

Table 3: Other committees - Total number of seats 26

10. Labour Group with 45 members will have 18.87/26 seats, Liberal Democrat with 11 members will have 4.61/26 seats, GIA with 6 members will have 2.52/26, and independent members 0/26 seats. There are no changes to the allocations as of 25 February 2026.

Committee	Total	Lab	Lib Dem	GIA	Ind.
Overview and Scrutiny Committee	11	8	2	1	0
Licensing Committee	15	11	3	1	0
Total	26	19	5	2	0

Sub-committees and overview and scrutiny commissions

11. Labour Group with 45 members will have 25.4/35 seats, Liberal Democrat with 11 members will have 6.21/35 seats, GIA with 6 members will have 3.39/35, and independent members 0/35 seats. There are no changes in the sub-committees to the allocations as of 25 February 2026.

Scrutiny Commissions	Total	Lab	Lib Dem	GIA	Ind.
Scrutiny Commission 1 (Education and Local Economy Scrutiny Commission)	7	5	2	0	0
Scrutiny Commission 2 (Housing Scrutiny Commission)	7	5	1	1	0
Scrutiny Commission 3 (Environment, Community Safety and Engagement Scrutiny Commission)	7	5	1	1	0
Scrutiny Commission 4 (Health and Social Care Scrutiny Commission)	7	5	2	0	0
Total	28	20	6	2	0

Audit, governance and standards sub-committees	Total	Lab	Lib Dem	GIA	Ind.
Audit, governance and standards (civic awards) sub-committee	4	2	1	1	0
Audit, governance and standards (standards) sub-committee	3	2	1	0	0
Total	7	4	2	1	0

GRAND TOTAL	35	24	8	3	0
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KEY ISSUES FOR CONSIDERATION

Proportionality – the legal position

12. The size and composition of the council's regulatory and other committees are established in accordance with the number of seats each political group has on the council as a whole – this is known as "proportionality".
13. The Local Government and Housing Act 1989 covers the allocation of seats to political groups. It makes no provision for single independent councillors, so they do not form part of the proportionality considerations. The political balance rules require the council to ensure that the political groups represented on council have proportionate representation on the committees of the council. Political groups have to constitute two or more members and be actively constituted as a group in accordance with the above regulations.
14. Seats on committees and sub-committees must be allocated in accordance with the four principles of proportionality contained in sections 15, 16 and 17 of the Local Government and Housing Act 1989. There is a duty to give effect to the following principles, as far as is reasonably practicable:

- (i) That not all the seats on a committee or sub-committee are allocated to the same political group
- (ii) That the majority group must have the majority of seats on each committee or sub-committee

Note: As the Labour Group has an overall majority on the council, this principle has been applied.

- (iii) Subject to (i) and (ii) above, it must be ensured that the proportion of each political group's seats of the total number of seats on "ordinary committees" reflects, as closely as possible, their proportion of seats on full council.

Notes:

1. The ordinary committees are appointments; planning; audit, governance and standards; corporate parenting (see also paragraphs 19 to 22).
2. The licensing committee is appointed under the Licensing Act 2003, the overview and scrutiny committee is appointed under section 9F of the Local Government Act 2000 and the health and wellbeing board is appointed under the Health and Social Care Act 2012 and is to be treated as if appointed under section 102 of the Local Government Act 1972 (subject to modifications of the effect of section 102 made by the Secretary of State). None of the committees is treated as an ordinary committee.

- (iv) Subject to (i) to (iii) above, the proportion of each political group's seats on each committee and sub-committee/commission reflects as closely as possible their proportion of seats on full council.

Note: This rule applies to all committees, sub-committees/commissions and joint committees, except for the licensing committee.

15. Council assembly can agree an allocation that is disproportionate, provided no member votes against this.

Appointments to seats

16. Section 16(1) of the Local Government and Housing Act 1989 provides that it is the duty of an authority or committee to exercise its power to make appointments in such a way as to give effect "to such wishes about who is to be appointed to the seats on that body which are allocated to a particular political group as are expressed by that group".

Policy framework implications

17. This report is not considered to have direct policy implications.

Community, equalities (including socio-economic) and health impacts

18. This report is not considered to have direct community, equalities (including socio-economic) and health impacts.

Climate change implications

19. There are no direct climate change implications arising from this report.

Legal implications

20. This is covered in the report.

Financial implications

21. There are no direct resource implications in the context of this report. The member expenditure budget makes provision for the special responsibility allowances for members. There are no additional costs arising from this report.

Consultation

22. There are no specific consultation requirements arising from this report.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
None		

APPENDICES

Appendix	Title
None	

AUDIT TRAIL

Lead Officer	Chidilim Agada, Head of Constitutional Services		
Report Author	Virginia Wynn-Jones, Principal Constitutional Officer; Chidilim Agada, Head of Constitutional Services		
Version	Final		
Dated	2 March 2026		
Key Decision?	No		
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER			
Officer Title		Comments Sought	Comments Included
Assistant Chief Executive, Governance and Assurance		Yes	Yes (included in body of report)
Strategic Director, Resources		No	No
Cabinet Member		No	No
Date final report sent to Constitutional Team			2 March 2026

Meeting Name:	Council Assembly
Date:	18 March 2026
Report title:	Licensing Act 2003: Review of Statement of Licensing Policy 2026 to 2031
Ward(s) or groups affected:	All Wards
Classification:	Open
Reason for lateness (if applicable):	Not applicable
From:	Strategic Director of Environment, Sustainability & Leisure

RECOMMENDATIONS

1. That the council agrees to the publication of the Southwark Statement of Licensing Policy for 2026-2031 (Appendix A).

BACKGROUND INFORMATION

2. The Licensing Act 2003 came into effect on 25 November 2005. The Act introduced a regime for the licensing of alcohol, regulated entertainment and late-night refreshment, to be administered by the local licensing authority
3. Section 5 of the 2003 Act requires each licensing authority to prepare and publish a statement of licensing policy every five years. The policy statement is expected to set out, for the benefit of applicants, responsible authorities and members of the local community, how the authority intends to approach its licensing responsibilities under the Act. Each authority is also required to keep the statement of policy under review throughout its term and make appropriate revisions as necessary.
4. The initial Southwark statement of licensing policy was considered and approved by the full council assembly on 6 December 2004. It was compiled with regards to the provisions of the Act itself, secondary regulations and guidance issued by the Home Office. It has been kept under constant review since that date. The current (sixth) version of the policy for 2021 – 2026 was a full revision and was adopted at council assembly on 25 November 2020 and came into effect in January 2021.
5. Since the commencement of the current 2021-2026 statement of licensing policy, there have been a number of issues that have arisen at licensing sub-committee meetings where members, responsible authorities and applicants have requested clarification. The amendments in this revision seek to clarify Southwark's position and are believed to be appropriate

and necessary.

6. On 1 September 2025, the Licensing Committee agreed that amendments to the policy should be put to a full public consultation.
7. In accordance with our statutory obligations, a full review of the policy and public consultation has been undertaken.

KEY ISSUES FOR CONSIDERATION

Revised Policy Amendments

8. At the full licensing committee meeting on 29 January 2026, members considered the draft Southwark Statement of Licensing Policy 2026-2031 and decided to recommend that the Council Assembly approve the policy.
9. The committee considered the following in making its decision:
 - The proposed policy has been consulted on for a 6-week period from 19 September to 31 October 2025.
 - The consultation received 140 responses. The majority of respondents agreed that the draft policy was clear, well-structured, and balanced. There was robust support for maintaining the four statutory licensing objectives, and respondents recognised these objectives as fundamental to promoting public safety, preventing crime and disorder, protecting children from harm, and minimising public nuisance.
 - However, the results also highlighted several operational concerns, particularly relating to the lack of enforcement. It is important to note that these issues are operational in nature and do not impact the substance or direction of the revised licensing policy. The overall response to the policy itself has been positive.
 - A copy of the draft Southwark Statement of Licensing Policy 2026-2031 is attached at Appendix A.
10. The changes that have been made to the policy were mainly grammatical and/or clarity corrections and updates to relevant links in the policy.
11. The policy has also been amended in line with the recent revised s.182 guidance and the National Licensing Policy Framework, published in November 2025, namely, to provide further clarity on Temporary Event submissions. The policy also reflects the Authority's commitment and acknowledges that where any inconsistency arises between this framework and the 2003 Act/section 182 Guidance, the Act and s.182 guidance prevails.
12. The licensing committee decided to recommend to Council Assembly to agree to the publication of the Southwark Statement of Licensing Policy 2026-2031 (Appendix A).

Community, equalities (including socio-economic) and health impacts

Community impact statement

13. The Southwark statement of licensing policy recognises that as long as alcohol and regulated entertainment licensed premises are well run and premises management acknowledges the value of working together with the local community, they can make a significant contribution toward building community cohesion and cultural development.
14. The policy equally recognises that negative impacts can also occur if good management practices are not followed. Potential negative impacts may arise in the form of noise, nuisance, disturbance and crime and disorder problems. With establishments selling alcohol there are also risks of individual alcohol addiction.
15. The policy seeks to provide the necessary balance between responsible business operators contributing toward a thriving business and late night economy whilst ensuring that the quality of life of those who live and work in the Borough is protected and enhanced through the licensing system. We believe these aims are achievable if all parties concerned work together.
16. Central to this, is a licensing process which aims to be inclusive and ensures that local community concerns are understood, debated and resolved. This is supported by offering broad support to licensees, through the range of involved authorities, to establish best practice management, and by a strong directed enforcement resource.

Equalities (including socio-economic) impact statement

17. Equality impact assessments are an essential tool to assist Councils to comply with the equalities duties and to make decisions fairly. Equalities and human rights impact assessments that are carried out should be mindful of the protected characteristics under the Equality Act 2010.
18. An assessment was carried out in relation to the revision of the policy prior to the consultation. Members considered whether there are any potential negative impacts on the protected characteristics as outlined in the assessment at the Committee Hearing. A further assessment has carried out following the public and statutory consultation in preparation for returning to the Licensing Committee. Any decision made by Members of the Committee will also have to hold this in mind.

Health impact statement

19. Licensing policies have an important role in promoting a healthier environment and protecting public health in Southwark. This policy enables licensed premises to introduce operating practices that aim to minimise risks to health and safety, such as binge drinking, accidents, and

violence. It also allows the authority to restrict new licenses where the cumulative impact of licensed premises is negatively affecting local communities, through nuisance or disorder. Areas with high densities of licensed premises can be associated with increased rates of alcohol related hospital admissions, ambulance call outs, crime and antisocial behaviour. The policy can support licensing practice that reduces alcohol-related harm, which can disproportionately affect vulnerable communities.

Climate change implications

20. On 27 March 2019, the council declared a climate emergency and considers the implications of climate change in all of its decisions.
21. Southwark expects patrons to be mindful that Southwark has declared a climate emergency. In this context, operational measures such as abstaining from the use of patio heaters and avoiding the use of single-use plastics and following government guidance may be considered.
22. Decisions on licences must be in line with the licensing objectives; however, as a physical premises requires planning consent, climate change can be addressed as part of the planning process.

Resource implications

23. The Southwark Statement of Licensing Policy 2026-2031 has no resource issues.
24. The resource costs of managing this process may be borne within the current licensing budget.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Assistant Chief Executive - Governance and Assurance

25. The Licensing Act 2003 ("the 2003 Act") requires the council, as the licensing authority, to prepare and publish a statement of its licensing policy every five years.
26. In determining its policy, the council is exercising a licensing function and as such must have regard to the guidance issued by the Secretary of State under section 182 of the 2003 Act. It must also give appropriate weight to the views of those persons/bodies listed in section 5(3) of the Act, which it is required to consult before determining its policy.
27. Although the guidance represents best practice, it is not binding on the council. As long as the guidance has been properly and carefully understood and considered, licensing authorities may depart from it if they have reason to do so. In this event they will need to give full reasons for their decisions, which must be consistent with the objectives of the 2003 Act.

28. The Licensing Authority should take into account of the National Licensing Policy Framework (NLPF) (see: [National Licensing Policy Framework for the hospitality and leisure sectors \(web version\) - GOV.UK](#)), published in November 2025, when preparing this Statement of Licensing Policy. While the NLPF is non-statutory, its objectives and guidance is designed to support consistent, lawful and proportionate licensing decisions and policy development.
29. The council is required to have regard to the statement of licensing policy and make decisions in accordance with it. Licensing authorities may depart from their policy if the individual circumstances of any case merit such a decision in the interests of promoting the licensing objectives. In this event it is important that full reasons are given for departing from the published statement of licensing policy.
30. Members should note that the 2003 Act imposes a duty on the council, as the licensing authority, to carry out its functions under the Act with a view to promoting the four licensing objectives, namely:
 - the prevention of crime and disorder
 - the promotion of public safety
 - the prevention of public nuisance
 - the protection of children from harm.
31. Each of these objectives is of paramount and equal importance. There are no other licensing objectives, and therefore the council cannot reject an application for a licence or impose conditions on a licence for any purpose unrelated to the promotion of these objectives. For example, whether or not there is a 'need' for another licensed premises in a given area is a matter for planning committees but is not a matter for a licensing authority in its statement of licensing policy or in discharging its licensing functions.
32. However, the cumulative impact of licensed premises on the promotion of the licensing objectives is a proper matter for the council to consider when adopting its statement of licensing policy. The guidance explains 'cumulative impact' as the potential impact on the promotion of the licensing objectives - for example crime and disorder and/or public nuisance - of a significant number of licensed premises concentrated in one area.
33. The statement of licensing policy cannot seek to impose 'blanket' conditions. Each application must be considered on its own merits. Conditions can only be imposed on a licence if they are necessary to promote the licensing objectives in relation to the specific premises and are a proportionate response to the specific situation to be addressed. The guidance provides that if the situation the condition is intended to address is already addressed by a provision in the 2003 Act or any other legislation, then the condition cannot be said to be 'necessary'.

34. Licensing is about regulating the carrying out of licensable activities within the terms of the 2003 Act. The statement of licensing policy should make it clear that licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are beyond the direct control of the individual, club or business carrying on licensable activities. However, the guidance also states that licensing law is a key aspect of such control and should always be part of a holistic approach to the management of the evening and night-time economy. It is therefore desirable that the statement of licensing policy is in line with the council's wider objectives and consistent with other policies.
35. Members should note that the statement of licensing policy must not be inconsistent with the provisions of the 2003 Act and must not override the right/s of any individual as provided for in that Act. Nor must the statement of licensing policy be inconsistent with obligations placed on the council under any other legislation, including human rights legislation. Members should also note that the council has a duty under Section 17 of the Crime and Disorder Act 1998, when carrying out its functions as a licensing authority under the 2003 Act; to do all it reasonably can to prevent crime and disorder within the borough.
36. Positive equalities obligations are placed on local authorities, sometimes described as equalities duties, with regard to race, disability and gender. Race equality duties were introduced by the Race Relations Amendment Act 2000, which amended the Race Relations Act 1976. Gender equalities duties were introduced by the Equality Act 2006, which amended the Sex Discrimination Act 1975. Disability equality duties were introduced by the Disability Discrimination Act 2005 which amended the Disability Act 1995.
37. Under the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, as amended, decisions relating to licensing matters cannot be the responsibility of an authority's executive. The 2003 Act provides that whilst the majority of the functions of the licensing authority, are to be taken or carried out by its licensing committee, decisions relating to the statement of licensing policy cannot be delegated in such a way. The decision on whether to adopt the statement of licensing policy must therefore be taken by council assembly.

Strategic Director, Resources

38. This report is requesting the licensing committee to consider the recommendations set out in paragraph 1 above. The Strategic Director Resources notes the recommendations and that there are no identified additional resource implications as a result of these proposals, and notes that staffing and any other running costs connected with these recommendations are to be contained within existing departmental revenue budgets.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
The Licensing Act 2003 plus secondary regulations	The Licensing Service, C/O 160 Tooley Street, London, SE1	Name: Mrs Esther Jones Email: esther.jones1@southwark.gov.uk
The Home Office Guidance to the Act (November 2025)		
Local Government (Miscellaneous Provisions) Act 1982		
National Licensing Policy Framework for Hospitality and Leisure Sectors (November 2025)		

APPENDICES

No.	Title
Appendix A	Southwark Statement of Licensing Policy 2026 – 2031

AUDIT TRAIL

Lead Officer	Aled Richards, Strategic Director of Environment, Sustainability & Leisure		
Report Author	Bina Patel, Business Unit Manager Neighbourhood Nuisance		
Version	Final		
Dated	2 February 2026		
Key Decision?	Yes		
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER			
Officer Title	Comments Sought	Comments Included	
Assistant Chief Executive Governance and Assurance	Yes	Yes	
Strategic Director of Resources	Yes	Yes	
Date final report sent to Constitutional Team		3 March 2026	

Licensing Act 2003

Statement of Licensing Policy 2026 – 2031

London Borough of Southwark

January 2026

(adopted by Council Assembly 18 March 2026)

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LEGAL BACKGROUND TO THIS DOCUMENT

The Licensing Act 2003 came into effect on 24 November 2005.

It replaced previous legislation on alcohol, entertainment, and late-night refreshment, introducing a new licensing system overseen by local Licensing Authorities.

Under Section 5 of the Act, each Licensing Authority must prepare and publish a statement of licensing policy every five years. Southwark's first Statement of Licensing Policy was formally approved on 8 December 2004. Since then, it has been reviewed, revised, and updated in line with the Act's requirements to reflect changes in law, national guidance, and local policy. Each revision has been shaped through public consultation, with full consideration given to the Act itself, its regulations, and the Section 182 guidance issued by the Home Office.

It should be noted that a Licensing Authority may depart from its policy if the specific circumstances of a case justify such a decision, in the interests of promoting the Licensing Objectives.

FOREWORD BY THE LICENSING CHAIR

The London Borough of Southwark comprises a broad and diverse array of licensed premises and venues. Approximately 1,500 establishments are currently licensed for the sale or supply of alcohol, the provision of regulated entertainment, and/or the provision of late-night refreshment. These include, but are not limited to, public houses, bars, nightclubs, members' clubs, theatres, cinemas, indoor sporting facilities, restaurants, cafés, takeaways, off-licences, supermarkets, and grocery stores. Collectively, these establishments contribute significantly to the Borough's vibrancy by offering a wide range of leisure and cultural opportunities, supporting tourism, generating employment, and making a substantial contribution to the local economy. Many of these establishments employ young, local residents, nationally over half of the pub workforce is under 25 and 620,000 young adults work in hospitality and leisure. This Authority fully acknowledges the importance of the leisure and entertainment sector in enhancing the social and economic fabric of the Borough.

This Authority is of the view that, where licensed premises are operated responsibly with a clear commitment to upholding the licensing objectives, maintaining safe and well-managed environments, and engaging constructively with the Council, its partners, and the local community, they can serve as positive forces for community cohesion and cultural development. It is also recognised that alcohol plays an inherent role within the leisure and entertainment industry.

Nevertheless, this Authority is equally aware of the potential adverse impacts arising from poor management practices. These may include antisocial behaviour, public nuisance, disruption to residents, and more serious incidents of crime and disorder. Alcohol misuse, in particular, is a significant contributing factor in such issues. Alcohol-related violence, disorder, and public rowdiness place considerable pressure on local services, including accident and emergency departments, policing, street cleansing, and the criminal justice system. This Authority does not consider it acceptable for the residents of Southwark to bear the consequences of irresponsible business operations.

Accordingly, this policy seeks to strike an appropriate balance: enabling responsible operators to thrive and contribute to a dynamic and diverse local economy, while ensuring that the quality

of life for those who live and work in the Borough is preserved and enhanced. This Authority firmly believes that these aims are achievable through active and ongoing collaboration among all relevant stakeholders.

Southwark's Responsible Authorities have a best practice set of recommended conditions, and it is strongly suggested that these are viewed by all applicants

Southwark expects applicants to be mindful that the Council has declared a Climate Emergency. In this context, applicants should be cognisant that this local authority expects that, where possible, environmentally responsible operational practices are implemented by licensed premises. These include avoiding the use of patio heaters, eliminating single-use plastics where possible (for example, opting for reusable polycarbonate drinkware and non-plastic takeaway containers), and encouraging customers to use active travel/public transport to their premises. All measures should align with current government guidance.

The introductory sections of this policy set out the context of the Borough and the role of the Council, while also outlining how this Authority discharges its statutory licensing responsibilities and manages associated administrative processes

Chapter 1 - ALL ABOUT SOUTHWARK

Borough Map



(southwarknews.co.uk, 2018)

Our Borough

1. History

Southwark is one of London's oldest areas, with a rich history that stretches back to Roman times. The early development of Southwark was due to its position at the southern end of London Bridge, which for centuries was the sole bridge linking north and south London. Southwark was originally part of Surrey.

In Victorian times, the area was divided into the Parishes of Bermondsey, Camberwell, Newington, and Southwark, St George the Martyr with remaining parishes being within St Olave and St Saviour's district. In 1900, these were reorganised into the Metropolitan Boroughs of Bermondsey, Camberwell and Southwark. In 1965, with the merger of the three Boroughs under the London Government Act 1963, the current boundaries of Southwark were established.

2. Geography Demographics of Southwark (*Office for National Statistics, 2021*)

- a. **Population:** Between the 2011 and 2021 censuses, Southwark's population grew by 6.7%, from approximately 288,300 to 307,600.
- b. **Households:**
 - I. Households with couples and no children rose from 14.3% to 16.3%.
 - II. Households with couples and dependent children fell from 13.6% to 12.7%.
 - III. Households with couples and only non-dependent children rose from 2.9% to 3.3%.
- c. **Languages:** English is the main language for 89% of residents, with Spanish also widely spoken (by 20%). Around 10,000 residents who do not speak English as a main language reported speaking it poorly.
- d. **Ethnicity:**
 - I. 51% identify as having a White ethnic background.
 - II. 25% identify as Black British, Caribbean, or African.
 - III. 10% identify as Asian or Asian British.
- e. **Employment:**
 - I. The employment rate increased from 59.6% in 2011 to 62.7% in 2021.
 - II. The proportion of residents aged 16 and over who are retired fell from 9.4% to 8.6%.

3. Regeneration and Growth

While Southwark continues to address the complex social, health, and economic challenges typical of an inner-city area, levels of deprivation have decreased in recent years. This

Borough is becoming one of London's most dynamic areas, with a 20-year regeneration programme underway. This initiative aims to deliver up to 20,000 new homes and 10,000 new jobs.

4. Southwark is committed to supporting existing businesses and industries, while also creating opportunities for new commercial development. Major regeneration projects are taking place in areas including the Aylesbury Estate, Borough, Bankside and London Bridge, Canada Water, Elephant and Castle, Old Kent Road and Peckham.

[The 2021 Census overview | Southwark Council](#)

Leading Southwark

5. Council Governance

The London Borough of Southwark is divided into 23 wards (as seen on the map), represented by 63 elected councillors. These councillors form the Council Assembly, the sovereign body of the Council, chaired by the Mayor of Southwark. Council Assembly is responsible for adopting and amending the Council's constitution, approving the policy framework and annual budget, electing the Mayor and Council Leader, and reviewing motions and making decisions on agenda items.

6. Cabinet Structure

The Cabinet is led by the Council Leader and Deputy Leader. It consists of a total of ten members in total, each holding an individual portfolio.

7. Cabinet Responsibilities

The Cabinet leads the community planning and consultation process, drafts the Council's budget and policy framework, and is responsible for most decisions relating to resources and priorities.

8. Scrutiny Committees

Scrutiny Committees oversee Council decisions and ensure transparency and accountability. They examine Council services, budgets, and policies, and have the power to 'call in' decisions made by the Cabinet, recommending changes or further consideration where necessary.

9. Licensing Authority Responsibilities

As the designated Licensing Authority, Southwark Council must carry out its licensing functions with a view to promoting the four statutory licensing objectives. To achieve this effectively, a council must establish a Licensing Committee composed of at least 10, but no more than 15, elected members. Southwark has a cross-party committee of 15 members.

10. Licensing Sub-Committees and Delegated Authority

Decisions on Licensing applications may be made by Delegated Authority. Where applications are referred to be considered by committee, a sub-committee consisting of three members from the main committee is established to determine the following applications or reviews:

- Premises licences
- Provisional statements
- Club premises certificates
- Temporary event notices
- Personal licences for the sale or supply of alcohol
- Licensing Sub-Committees are not politically based and have a quasi-judicial function.

[Southwark 2030 delivery plan](#)

Chapter 2 - GENERAL INFORMATION

11. Licensing and regulatory services play an important role in making Southwark safer and ensuring that all residents can enjoy their local neighbourhood. This Authority recognises that licensing law is not the primary tool for addressing nuisance or anti-social behaviour once individuals are beyond the control of the licence holder—whether a business, club, or individual. However, licensing remains a vital element in managing such issues and forms part of a wider, coordinated approach to regulating the evening and night-time economy in local, town and city centers.

12. Other Mechanisms to Address Behaviour Away from Licensed Premises

The following mechanisms are available to address unruly behaviour that may occur beyond licensed premises:

- **Use of intelligence:** Maximising the use of intelligence sources, ensuring information is identified, analysed, and shared among all relevant partner agencies.
- **Partnership resources:** Coordinating resources efficiently and targeting them intelligently where they are most needed to achieve maximum benefit.
- **Regulatory powers:** Making full and effective use of the powers available to partner agencies beyond licensing, including those under Police, Anti-Social Behaviour, Trading Standards, and Environmental Health legislation.
- **Support for operators:** Providing good communication, liaison, and training opportunities for responsible operators. Examples include:
 - The Police and Council's Night-Time Economy Team, which provides visible policing, fosters strong working relationships with venue operators and front-of-house staff, and offers reassurance within the night-time economy.
 - "Conflict resolution training" provided by the Council's Health and Safety Team, designed for retail staff to manage workplace violence and aggression.
- **Planning controls:** Coordinating with Planning to ensure applicants secure planning permission as well as a licence. In cases where planning permission sets a terminal hour for commercial use, applicants must observe the earlier closing time if these differ from Licensing hours.
- **Infrastructure:** Supporting infrastructure improvements such as CCTV coverage across the Borough, enhanced street lighting, late-night public conveniences, street cleaning, and litter patrols.
- **Campaigns:** Working with partners (such as the Drugs and Alcohol Action Team under Community Safety and the Safer Southwark Partnership) to deliver initiatives like "Safe World Cup," "Safety Glasses," and "Talking Signs."

- **Business partnerships:** Developing schemes that benefit local communities, including Business Improvement Districts (BIDs), Better Bankside, Blue Bermondsey BID, South Bank BID, Team London Bridge, and We Are Waterloo.
 - **Cumulative Impact Areas:** Designating specific areas where special rules apply to prevent communities being disadvantaged by over-concentration of one type of entertainment. Details and maps are provided in Appendix B.
 - **Pubwatch and similar schemes:** Supporting the establishment of pubwatch schemes. Further information is available at www.nationalpubwatch.org.uk.
 - **Social responsibility:** Encouraging socially responsible licensed operations through schemes such as the Southwark Women's Safety Charter, Ask for Angela, and Ask for Clive.
13. The Council will use its full range of powers, engage all relevant responsibilities, and work with partners to achieve the licensing objectives.
 14. This policy does not outline the specific circumstances under which authorisations may be required, nor does it explain the licensing processes in detail. Applicants must consult the Licensing Act 2003 and the latest Statutory Guidance before contacting the Licensing Authority.
 15. There is a link to the government guidance accompanying the application forms on the Council's licensing web pages: [Alcohol, late night and entertainment licensing | Southwark Council](#)
 16. Applications will progress in accordance with procedures laid down by the Licensing Act 2003, secondary legislation, and any accompanying applicable guidance under Section 182 of the Act as produced by the Home Office. Prospective applicants should refer to the separate relevant guidance documents for further details. [Revised guidance issued under section 182 of the Licensing Act 2003 \(November 2025\) \(accessible version\) - GOV.UK](#)

Southwark and the leisure and entertainment industry

17. Southwark offers a wide-range of leisure and cultural opportunities. The north of the Borough is recognised as one of London's fastest growing tourist quarters and a thriving business hub. The area encompasses some of London's top attractions (including Shakespeare's Globe Theatre, the Tate Modern, and the Ministry of Sound).
18. Elsewhere across the Borough, there are many other creative hotspots in areas such as Elephant and Castle and Peckham and a very broad variety of leisure and cultural opportunities to serve the varied needs of our diverse communities. These include clubs and bars, restaurants and cafes, galleries, theatres and cinemas.
19. Southwark currently has over 1600 premises licensed for the sale and supply of alcohol and/or regulated entertainment and late night refreshment. Of these, more than 1000 are

licensed for the sale and supply of alcohol. Between 90% to 100% of licensed premises operate between 11:00 and 23:00. Additionally, many hundreds of small, occasional and community-focused events are staged across the Borough each year under Temporary Event Notices.

20. At the local level, alcohol-related harm in Southwark has a significant impact, particularly in terms of ambulance callouts and crime. However, this impact is not evenly distributed across the Borough. Local data shows that alcohol-related incidents tend to increase as the day progresses, peaking in the late evening and early morning hours—especially at weekends.
21. Southwark Council Community Partnership from 2023-2024 provides ambulance and hospital data together with crime and anti-social behaviour (ASB) data summarised below¹.

London Ambulance Service (LAS) Callouts and Hospital Presentations to A&E for Violence (*Data source: SafeStats*)

Hospital presentation data is currently only available up to September 2023 and does not cover the full 2023/24 financial year. Ambulance data is based on the first callout to an incident to avoid double-counting.

Key Observations:

- Although violence-related offences in the Borough increased by 8.5%, this has not been reflected in London Ambulance Service (LAS) callouts, which have decreased by 7% since 2021/22.
 - The largest reductions were in South Bermondsey (-15 callouts) and Goose Green (-14 callouts).
- The highest volumes of LAS callouts in 2023/24 were recorded in:
 - London Bridge & West Bermondsey (9.8%)
 - North Walworth (8.7%)
 - Borough and Bankside (8%)

Combined, these three areas accounted for 26.5% of all callouts.
- Knife injury-related callouts rose by 21.3%, a much higher increase than the 2.2% rise in recorded knife offences.
 - Trend data indicates that LAS callouts peak in summer months, aligning with a seasonal increase in weapon-related violence across the Borough.

¹ [CSP Strategic Assessment 2324](#)

- Hospital presentations for both general violence and knife injuries have decreased significantly, which may be due to data quality or recording issues.
 - A significant spike in presentations in February 2021/22 does not align with patterns observed in LAS callouts or knife offence data.

Crime and Disorder in Southwark: Total Notifiable Offences (TNOs)

- Since 2021/22, total notifiable offences (TNOs) in Southwark have risen by 18.2%, compared with a 12.2% increase across London.
 - In 2023/24, Southwark ranked 4th highest in London and 2nd highest among its Statistical Neighbour Group for TNOs.
- Across all reporting years, Southwark has consistently reported a higher offence rate per 1,000 population than the London average.
- As an inner London borough, Southwark includes high-footfall areas which naturally present greater opportunity for offences.
 - Key hotspot locations include London Bridge, Elephant and Castle, and Peckham Rye Stations.
- Peak periods for offending remain consistent across the years:
 - Higher volumes are reported between April and September, possibly due to longer daylight hours.
 - Fridays and Saturdays see the highest levels of offending.
 - Peak times are 12am–1am and 3pm–7pm.
- Note: The 12am–1am peak may be skewed by the Metropolitan Police Service's (MPS) default data entry, where this time is recorded when the exact time is unknown or the offence occurred over several days.

Source: [CSP Strategic Assessment 2324](#)

Key Findings – Cumulative Impact Areas (CIAs)

22. Within established CIAs:

- Proportional changes in alcohol-related violence between 2018/19 and 2022/23 are not statistically significant.
- Reported increases in alcohol-related LAS callouts are due to a methodological change, not actual incident volume.
- Rowdy behaviour and street drinking in CIAs are at their lowest levels since the CIAs were first introduced.

Chapter 3 - PURPOSE AND SCOPE OF THE LICENSING POLICY

Purpose of the policy

23. This policy has five main objectives:

- To reinforce, for the benefit of elected members on the Licensing Committee, the powers and constraints placed upon the Local Authority as Licensing Authority by the 2003 Act;
- To set out, for the benefit of prospective Applicants, Responsible Authorities, local residents, and licensed operators, the parameters under which this Authority will make its licensing decisions;
- To inform prospective licensees how a licensed premises is likely to be able to operate within an area;
- To inform local residents and licensed operators how their needs will be addressed;
- To minimise the number of licensing decisions that may be challenged in a court of law.

Scope of the policy

24. The Licensing Act 2003 regulates the following activities:

- The sale by retail of alcohol.
- The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club.
- The provision of regulated entertainment.
- The provision of late night refreshment.

Types of authorisation

25. The Act provides for four different types of authorisations or permissions as follows:

- Personal licences – to sell or authorise the sale of alcohol from premises in respect of which there is a premises licence.
- Premises licences – to use a premises for licensable activities.
- Club premises certificates – to allow a qualifying club to engage in qualifying club activities.
- Temporary Event Notices (TENs) - to carry out licensable activities at a temporary event.

26. The scope of this policy covers new applications for licences, and club premises certificates, transfers, variations, time-limited premises licences and TENs. It also covers the review and possible revocation of licences and certificates.
27. In general, a reference in this policy to a premises licence will also include a club premises certificate.

Definitions: ‘Regulated Entertainment’ includes:

- A performance of a play;
- An exhibition of a film;
- An indoor sporting event;
- A boxing or wrestling entertainment;
- A performance of live music;
- Any playing of recorded music;
- A performance of dance;

Entertainment of a similar description to a performance of live music and playing of recorded music or a performance of dance. For the entertainment to be licensable, one or more of these activities must take place in the presence of an audience and be provided (at least in part) to entertain that audience upon premises made available for the purpose.

28. There are a number of exemptions contained in the Act. Schedule 1, Part 2 of the Licensing Act 2003 deals with the provision of regulated entertainment and its exemptions. It outlines which types of entertainment require a licence and which are exempt from licensing. Please refer to <https://www.legislation.gov.uk/ukpga/2003/17/schedule/1>
29. Also, since the introduction of the Live Music Act 2012, a number of deregulatory steps have been taken. For the current up-to-date position, please contact the licensing service (contact details are in Appendix A of this policy).

Definition - Late Night Refreshment

30. Late night refreshment is defined as the supply of hot food or hot drink to members of the public from or in a premise for consumption on or off the premises, between the hours of 23:00 and 05:00. Premises include vehicles and stalls.

Definition - Nightclub

Southwark considers a nightclub to be purpose-built premises with the requisite planning permission in place. A premises that is open from the evening until early morning, usually for

drinking, dancing and other entertainment. Whilst there is no legal definition, such premises usually consist of a bar, a dance floor, laser lighting displays, and a stage for live music or a disc jockey (DJ) and are the primary reasons for public attendance.

The Licensing Objectives

31. In carrying out its licensing functions, the Council will promote the four licensing objectives set out in the Licensing Act 2003. They are:
 - The prevention of crime and disorder;
 - Public safety;
 - The prevention of public nuisance;
 - The protection of children from harm.
32. Each objective is of equal importance, and the promotion of the four objectives is paramount at all times. It is the responsibility of all parties involved in the licensing process to always work together toward these licensing objectives. The four objectives are considered in more detail in Chapter 8 of this document.
33. The legislation supports many other key aims and purposes. These are vitally important and should be the principal aims for everyone involved in licensing work. They include:
 - Protecting the public and local residents from crime, anti-social behaviour and noise nuisance caused by irresponsible licensed operators;
 - Giving the Police and Local Authorities the powers they need to effectively manage and police the night-time economy and take action against those premises that are causing problems;
 - Recognising the important role which pubs and other licensed premises play in our local communities by minimising the regulatory burden on businesses, encouraging innovation and supporting responsible premises;
 - Providing a regulatory framework for alcohol which reflects the needs of local communities and empowers Local Authorities to make and enforce decisions about the most appropriate licensing strategies for their local area;
 - Encouraging greater community involvement in licensing decisions and giving local residents the opportunity to have their say regarding licensing decisions that may affect them.
34. Each licence application will be considered on its own merits and in accordance with the Licensing Act 2003, secondary legislation, S.182 guidance and this policy.

Fundamental principles

35. Licensing is about regulating licensable activities on licensed premises, by qualifying clubs and at temporary events within the terms of the 2003 Act.
36. If an application for a premises licence or club premises certificate has been made lawfully and there have been no representations from Responsible Authorities or other persons, this Authority must grant the application, subject only to conditions that are consistent with the operating schedule and relevant mandatory conditions.
37. Conditions attached to the various authorisations will be focused on matters which are within the control of individual licence holders and others with relevant authorisations, i.e. the premises and its vicinity. This will include the direct impacts of the activities taking place at the licensed premises on members of the public living, working or engaged in normal activity in the area concerned.
38. Club premises certificates may only be issued to qualifying clubs. To be eligible for a club premises certificate, the club membership must have joined together for a particular social, sporting or political purpose. Qualifying clubs are specified in Section 61 of the Act, and sufficient evidence must be supplied with the application to satisfy those conditions.
<https://www.legislation.gov.uk/ukpga/2003/17/part/4/crossheading/qualifying-clubs>
39. While this statement sets out the Council's general approach to the making of licensing decisions, nothing in this statement undermines the right of any individual to apply under the terms of the 2003 Act for a variety of permissions and to have any such application considered upon its individual merits.
40. Similarly, this statement of policy does not override the right of any person to make representations on an application or to seek a review of a licence or certificate where provision has been made for them to do so in the 2003 Act. Absolute weight will be given to all representations. However, this will not include those that are frivolous, vexatious or repetitious.
41. The Council may depart from this policy in the interest of promoting the licensing objectives if the individual circumstances of any case merit such a decision. Where such decision is taken, full reasons for the departure from the policy will be given.

Provision of scale plans

42. Applicants are required to submit a current scale plan of the premises when making an application for a new premises licence and a scale plan of the proposed layout and existing layout when part of any application for a variation of a premises licence.

43. Plans need not be professionally drawn, but must be drawn to scale to allow the applicant to provide the information each relevant authority requires. It is useful to include the plans, the size of the original drawing (for example, “1:100 when printed at A4”). Smaller-scale plans may be accepted, subject to the agreement from the Licensing Authority.
44. For clarity, internal and external areas intended to be used for the purpose of consumption of on or off sales of alcohol and late-night refreshment should be included.

Variations and New applications

45. Where a premises licence holder wishes to amend their licence, the Act allows licence holders to vary the licence/certificate. Two variation processes exist: -
 - 1) A simplified minor variation process provides for proposed variations that have no adverse impact upon the licensing objectives.
 - 2) A major variation process provides for variations that change the licensed area or original authorisations and may have potential adverse impact upon the licensing objectives.
46. It should be noted that changes to the structure or layout may only satisfy licensing objectives with a new application for a new premises licence/certificate.
47. The decision on whether an application may be suitable rests with the licensing authority, and applicants should discuss their proposals with the Licensing Team before submitting their application.

Provisional statements

48. While an application for a new premises licence can be made in respect of a premises not yet constructed/completed or, where substantial changes are proposed but not sufficiently for any responsible authorities to make a determination in respect of the application, this Council would prefer to see provisional statements sought in the first instance.
49. However, the Council acknowledges that any person defined in section 16 of the Act can apply for a premises licence before new premises or existing premises are constructed, extended or changed, as long as clear plans of the proposed structure exist and the Applicant is in a position to complete an operating schedule.
50. Responsible authorities will require such conditions sufficient to ensure public safety and legislative compliance. For further information, please refer to s182 of the Statutory Guidance.

Temporary Events Notices

51. The Act provides for a person who does not have an authorisation under the Act to carry out a licensable activity on an unlicensed premises or carry out any licensable activity outside of the terms of a premises licence or club premises certificate by way of “temporary event notices” (TENs). Instead, a person wishing to hold an event at which such activities are proposed to be carried on (the “premises user”) gives notice to the Licensing Authority of the event.
52. There are two types of TENs: -
- 1) A standard TEN, which must be given to the Licensing Authority with at least 10 clear Working Days’ notice before the event, with the appropriate fee; and
 - 2) Late TEN, which must be given to the Licensing Authority no earlier than nine clear working days, but with a minimum of five clear working days with the appropriate fee notice before the event.

More information on TENs can be found at <https://www.gov.uk/find-licences/temporary-events-notice>

53. All Temporary Event Notice (TEN) submissions must include enhanced detail and clarity to support responsible and swift decision-making by the licensing authority and responsible authorities. Each TEN must provide the following information:
- **Precise Location & Boundaries:** TENs must specify the full postal address and clearly define the boundaries of the event footprint, including distinct areas such as marquees, stages, beer gardens, or outdoor zones.
 - **Structures & Layout:** Applicants must describe all temporary or permanent structures (e.g., tents, stalls, stages), specifying their size, position, and relationship to any fixed building.
 - **Licensable Activities:** Clearly state the types of licensable activities proposed, including alcohol supply (on-site consumption vs takeaway) and any form of entertainment (live/recorded music, dancing), linked to the Licensing Act categories.
 - **Event Context & Capacity:** TENs must explain the purpose of the event (e.g., fundraising fair, private party) and provide a realistic attendance estimate to ensure compliance with the 499-person limit and the total event duration cap.
 - **Timing Details:** Include exact start and finish dates and times, showing daily operating hours.
 - **Clear, Mapped Language:** Use unambiguous terms for locations (e.g., ‘north field marquee,’ ‘rear beer garden’) and consider attaching a site plan to illustrate boundaries and layout—even if not mandatory, it is strongly encouraged.

54. Failure to provide sufficiently detailed plans may result in processing delays, objections, or counter-notices by the authority.

Multiple TENs for a single event

55. Section 171 of the explanatory notes to the Licensing Act 2003 with regard to Section 101 of the Act, “Minimum of 24 hours between event periods”, states that:

“This section provides that there must be a minimum period of 24 hours between temporary events held on the same premises by a premises user or held by that user and another person who is related to, associated with or in business with that user. This prevents a premises user holding numerous consecutive temporary events as a means of avoiding an application for a premises licence. If a temporary event takes place on premises that are included within or include other premises where another temporary event takes place, then the two events are deemed to take place on the same premises.”

56. In addition to section 101 of the Licensing Act 2003, the Licensing Authority considers that the use of more than one TEN within the same or adjacent premises at similar times to allow an event of over 499 persons attending at any one time is likely to give rise to an increase in public nuisance and crime and disorder. The increased number of patrons over 499 persons also gives a greater concern on the impact of the event on public safety and the prevention of harm to children.
57. Organisers of events whereby patrons will exceed 499 should not use the “light touch” approach with multiple TENS. Such events should be licensed by an application for a time-limited premises licence, to allow full consultation of the proposal and measures to promote the licensing objectives and allow greater opportunities to grant the application with appropriate conditions to promote the licensing objectives where appropriate.
58. Multiple TENs that are similar in times, or within 24 hours of each other, for the premises included within or adjacent to the premises that receive objections from a relevant person will be considered by the Licensing Sub-Committee.
59. Premises users for multiple TENs will be given the opportunity to demonstrate how they will ensure that the licensing objectives will not be undermined and that the total maximum capacity of 499 will not be exceeded. This will be balanced against evidence provided by the Police and/or Environmental Health Officers.

Major art and pop festivals, carnivals, fairs and circuses

60. We encourage organisers of major festivals and carnivals to approach the Council at the earliest opportunity to discuss arrangements for the licensing of their events and may

require a time-limited premises licence. This will involve the preparation of a substantial operating schedule, full public consultation and a longer lead-in period.

61. The Southwark Events Team coordinates a Safety Advisory Group (SAG) with membership comprising all the emergency response authorities, which can provide support to event organisers on event planning if good time is allowed. All major events will be scrutinised by the SAG. Contact details for the Events Team are provided in Appendix A

Consultation Arrangements

62. This Authority understands that regulations under the Act require public notices to be of a size equal to or larger than A4; of pale blue colour; printed legibly in black ink, and in a font size equal to or larger than 16. It also recognises that applications may not be rejected on the basis of improper notification if public notices comply with this minimum standard.
63. However, to ensure that the notice of application displayed at the premises may be clearly seen and easily read by passers-by, this Authority recommends that public notices displayed be of A3 size in pale blue colour printed legibly in black ink in a font of size equal to or larger than 20. This Authority also asks that the notice summarise the proposed licensable activities and the proposed hours of opening and remain clearly displayed in a position where it may be readily seen by passersby for the period during which representations may be made. A public notice template in our preferred format is available on the licensing webpages for each licence at: <https://www.southwark.gov.uk/business-and-licences/beer-and-business-premises-licences/premises-licences/apply-premises-0> which can be printed onto blue A4-sized paper. Checks will be made to ensure that the summary is properly displayed.
64. The licensing service supports the consultation process by maintaining a public register at: <https://app.southwark.gov.uk/>
65. The register details all current applications (alongside details of current licensed premises). It is open to any person who wishes to be kept up to date with the latest applications in their area, to subscribe to “licensing alerts”. E-mail notifications are sent to subscribers when a new licence application is received within their local area. The licensing service will also notify local Ward Councillors of all new applications in their area.

Personal Licence Applications

66. Individuals who make an application for a personal licence from the 6th April 2017 must be entitled to work in the UK.
67. In order to discharge this duty, the Authority must be satisfied that an applicant has the right to work in the UK and requires applicants to submit one of the documents to demonstrate

that the applicant has permission to be in the UK and that they are permitted to undertake work in a licensable activity. They do this in one of two ways:

- a) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service.
- b) by providing copies or scanned copies of the documents which an applicant has provided, to demonstrate their entitlement to work in the UK as per information published on gov.uk and in guidance. [Employers' right to work checklist \(accessible\) - GOV.UK](#)

68. If a personal licence holder's right to live or work in the UK expires or is revoked, the personal licence will cease to have effect and must be returned to the licensing authority which issued it.

Responsible Authorities

69. The Responsible Authorities are public bodies which have a social and legislative interest in how licensed premises are managed. They must be notified of, and are entitled to lodge representations about, applications for premises licences or club premises certificates or variations. Responsible Authorities are also able to review a premises licence or club premises certificate.
70. Applicants should consult with the Responsible Authorities directly before making an application, as they will provide specific local advice and information about a draft operating schedule prior to submission. Contact details for the Responsible Authorities are given in Appendix A.
71. This Authority advises that it recognises the Southwark Children's Social Service as a competent body to provide advice on matters concerning the protection of children from harm.
72. It should be noted that the Director of Public Health is added as a Responsible Authority. While health is not included as a licensing objective, the Guidance to the Act recognises that health bodies may hold information which other Responsible Authorities do not, but which would assist a Licensing Authority in exercising its functions.
73. The Secretary of State for Home Affairs is a Responsible Authority responsible for ensuring those not entitled to work in the UK, and this task is undertaken by the Home Office and various Enforcement departments. Legislation prevents the issue or transfer of a premises licence or issue of a personal licence to a person who is not entitled to work in the UK².

² [The Immigration \(Restrictions on Employment and Residential Accommodation\) \(Prescribed Requirements and Codes of Practice\) and Licensing Act 2003 \(Personal and Premises Licences\) \(Forms\) Order 2021](#)

Representations

It is open to any “Responsible Authority”, as defined under the Act or other person to lodge representations concerning a premises licence or club premises certificate application during the consultation period.

74. A representation will only be “relevant” if it relates to the likely effect of the grant of the licence on the promotion of at least one of the licensing objectives. A representation that fails to do this is not “relevant” for the purposes of the 2003 Act. It is for the Licensing Authority to determine on its merits whether any representation by an interested party is frivolous or vexatious, as provided in Table 1 - delegations of licensing functions on page 22.
75. Representations must be received in writing at the licensing service office by the last date for representations. Representations must be dated, provide the grounds of representation in full and include the name and address of the person/body making the representation.

Disclosure of personal details of persons making representations

76. Concerned parties are entitled to approach their elected representatives or local residents' group who may submit a representation or review application on their behalf.

Chapter 4 - SCHEDULE OF DELEGATIONS FOR DECISIONS

Determination of applications

77. In accordance with the provisions of the Act, this Authority has established a Licensing Committee with a maximum of 15 members and provision for Sub- Committees of three members to be drawn from the overall pool of the main Committee membership.
78. In doing so, the Council has established an efficient and cost-effective system for the determination of licences as recommended in the s.182 Guidance.
79. Where matters are subject of representations, the licensing service will normally attempt to reach a negotiated conclusion through a conciliation process. This service is provided to help develop workable agreed outcomes supported by all parties, which will also save the time and costs associated with holding a public hearing. Conciliation can be agreed up until 24 hours before a hearing takes place. Where this is not possible the application and representations to it will be considered by the Sub-Committee at a public hearing.
80. Table 1 below sets out the schedule of delegation of decisions and functions to the Licensing Committee, Sub-Committees and Officers.

Table 1 – Table of delegations of licensing functions			
Matter to be determined	Full Committee	Sub-Committee	Officers
Licensing policy	& Council Assembly		
Personal licence		If a Police or Secretary of State objection made	If no objection is made
Personal licence with unspent convictions		All cases	
Personal Licence were convicted of any relevant offence or foreign offence, or required to pay a penalty		When the Authority becomes aware	

Table 1 – Table of delegations of licensing functions			
Matter to be determined	Full Committee	Sub-Committee	Officers
Premises licence / Club premises certificate		If a relevant representation is made and not conciliated	When no relevant representation / all concerns conciliated
Provisional Statement		If a relevant representation is made and not conciliated	If no relevant representation
‘Major’ variation of a premises licence / club premises certificate		If a relevant representation is made and not conciliated	If no relevant representation
‘Minor’ variation of a premises licence / club premises certificate			All cases
Variation of the designated premises supervisor		If a Police or Secretary of State objection made	All other cases
Request to be Removed as a designated premises supervisor			All cases
Transfer of premises licence		If a Police or Secretary of State	All other cases
Interim Authority Notice		If a Police or Secretary of State	All other cases
Review of a premises licence / club premises certificate		All cases	

Table 1 – Table of delegations of licensing functions			
Matter to be determined	Full Committee	Sub-Committee	Officers
Whether a representation is irrelevant, frivolous or vexatious			All cases
Temporary Event Notice		If Police or Environmental Health objection is made	If no representation received.
Variation of a premises licence in respect of a community premises to include alternative licence condition		If a Police objection	All other cases
Decision whether to consult other Responsible Authorities on minor variation application			All cases

Licence reviews

81. At any stage following the grant of a premises licence, a Responsible Authority, other persons, residents or businesses or a representative of these may ask the Authority to review a premises licence because of a concern about the premises in connection with any of the four licensing objectives.
82. In addition, a review of the licence will normally follow any action by the Police to close down a premises for up to 24 hours on grounds of disorder or nuisance, as a result of a magistrates' court direction sent to the Licensing Authority. A licence review can have several outcomes: modification of the conditions of the premises licence; exclusion of a licensable activity from the scope of the licence; removal of the designated premises supervisor from the licence; suspension of the licence for a period not exceeding 3 months or revocation of the licence.
83. Where a review of a premises licence is sought, this must relate specifically to an individual premises. The Licensing Authority may also reject an application made by an interested party if it determines that the ground for the review is repetitious, that it is substantially

similar to an earlier review, following which a “reasonable interval” (i.e. 12 months according to statutory guidance) has not elapsed since the earlier application or since the grant of the premises licence.

84. Any evidence relied upon for a review (or any submitted representation) must be supplied to all parties within the consultation period. Any supplementary evidence following that period must be supplied at least 24 hours before the Hearing. It is the responsibility of the person bringing the review, or making a representation, to ensure that any supporting evidence (written or visual) is in an acceptable and usable format that can be circulated to all Responsible Authorities, the licence holder and any other interested parties. Evidence supplied should be complete at the point that it is submitted, with no expectation that the Council will add to their evidence or produce evidence from previous complaints or applications.

Applications for transfer of a premises licence following application for a review

85. This Authority is concerned over the frequently observed practice of an application for a transfer of a premises licence being made following an application for a review of that same licence being lodged.
86. Where, such applications are made, this Authority will require documented proof of transfer of the business / lawful occupancy of the premises (such as a lease), to the new proposed licence holder to support the contention that the business is now under new management control.

Annual fee payments

87. An annual maintenance fee is payable in respect of all premises licences and club premises certificates. If the annual fee is not paid when it is due, the Authority must suspend the licence or certificate. In such cases, the holder of the licence will be notified in writing, giving at least two working days' notice of the suspension date. Once suspended, the licensable activity authorised by that licence must cease. The Police and other Responsible Authorities will be informed, and monitoring checks will be made to ensure no licensable activity continues.
88. The suspension ends upon payment of the fee. Licence holders should ensure that the payment of the outstanding fee is brought to the attention of the licensing service in order that the suspension may be lifted.

Other regimes

89. This Authority will look to ensure consistency, as far as is possible within law, with other licensing and consent regimes.

90. In respect of 'agent of change', this has been referred to in the s.182 guidance at para 14.67: *".... Existing businesses and facilities should not have unreasonable restrictions placed on them as a result of development permitted after they were established. Where the operation of an existing business or community facility could have a significant adverse effect on new development (including changes of use) in its vicinity, the applicant (or 'agent of change') should be required by the local planning authority to provide suitable mitigation before the development has been completed."* [Revised guidance issued under section 182 of the Licensing Act 2003 \(November 2025\) \(accessible version\) - GOV.UK](#)
91. Further information on planning is available on the Council website at [Planning and building control for businesses | Southwark Council](#)
92. The planning, regeneration, building control and licensing regimes will be properly separated. To avoid duplication and inefficiency. Each regime involves consideration of different (albeit related) matters. Neither the Licensing nor the Planning Committees are bound by decisions made by the other.
93. This authority will not consider the issue of "need" in determining any licence application is a matter for planning control and the market. The Council will not impose quotas of premises or licences under the licensing regime.
94. When, as a condition of planning permission, the terminal hour has been set for the use of premises for commercial purposes differs from the permitted licensing hours, the Applicant must observe the earlier closing time. Premises operating in breach of their planning permission would be liable to prosecution under planning law.
95. This Authority notes and Guidance supports 'that where businesses have indicated, when applying for a licence under the 2003 Act, and they have also applied for planning permission or that they intend to do so',³ the Licensing Sub-Committee and Officers may consider discussion with their planning counterparts prior to determination with the aim of agreeing mutually acceptable operating hours and scheme designs" are in place. Contact details for obtaining Planning Consent or a Highway's Table and Chairs Licence and applying for the use of a park are in Appendix A under other agencies.

³ Statutory Guidance November 2025 para 9.45 [Revised guidance issued under section 182 of the Licensing Act 2003 \(November 2025\) \(accessible version\) - GOV.UK](#)

Chapter 5 - DETERMINING APPLICATIONS FOR PREMISES LICENCES AND CLUB PREMISES CERTIFICATES

96. All applications for new premises licences or variations need to be supported by an operating schedule. The schedule must clearly establish the steps the Applicant proposes to promote the licensing objectives.
97. If an application for a premises licence or club premises certificate has been made lawfully and there have been no representations from Responsible Authorities or other persons, the Licensing Authority must grant the application in the terms sought, subject only to the relevant mandatory conditions and conditions that are consistent with the operating schedule. The Licensing Authority will have no discretion to refuse the application or to alter or add to the conditions arising from the operating schedule.
98. If relevant representations are received, then (unless the concerns raised are resolved through conciliation) a hearing of the application by the Licensing Sub-Committee will normally follow. At the hearing, each application will be considered upon its own merits with all relevant matters taken into account.
99. Having had regard to all relevant matters, the Sub-Committee will take such steps as it considers appropriate to promote the licensing objectives. This may include the refusal or part grant of the application, or adding to or modifying the conditions proposed in the operating schedule.
100. In exercising its discretion, the Licensing Sub-Committee will have regard (amongst other things) to the content of this licensing policy. Therefore, Applicants are advised to read the content of this policy carefully before drawing up their operating schedule. Where an operating schedule complies with this policy, it is generally less likely that a Responsible Authority or other person will object to it, or that any representation will succeed. Therefore, compliance with this policy is likely to assist the Applicant to avoid the delay and expense of a contested licensing hearing, and risk refusal of the application or the addition of unwanted conditions.
101. This is not to say that an opposed application which complies with the policy will necessarily be granted or that an opposed application which does not comply with it will necessarily be refused. Where there have been relevant representations, the Licensing Authority will always consider the merits of the case, and interfere with the operating schedule only when, and to the extent, considered appropriate to promote the licensing objectives. So, for example, following receipt of relevant representations, the Licensing Authority will not interfere with an operating schedule which does not comply with this

policy where the steps proposed are sufficient to meet the licensing objectives in the individual circumstances of the case.

102. However, the policy represents the Licensing Authority's view of the best means of securing the licensing objectives in most normal cases. It has been drawn up in consultation with other expert bodies and Responsible Authorities, together with input from business operators and community stakeholders. While the contents of the operating schedule are a matter for the Applicant, in cases where there is objection to a schedule which departs from the policy, the licensing Sub-Committee hearing the opposed application will normally expect to be given good reason for the departure if it is to be asked to make an exception to the policy.
103. In this policy, there are a number of references to the Licensing Authority's expectations of Applicants. As explained, the policy is only engaged where the Licensing Authority has a discretion following the receipt of representations. In such cases, the Licensing Authority will not apply the policy rigidly, but will always have regard to the merits of the case with a view to promoting the licensing objectives.
104. One particular expectation of Applicants is that they conduct a risk assessment in relation to the licensing objectives before completing an operating schedule. It is emphasised that there is no statutory requirement for this under the Licensing Act 2003. However, where no such risk assessment has been conducted, then if there are relevant representations leading to a hearing, the Licensing Sub-Committee may take a more precautionary approach than if the Applicant can demonstrate that a particular risk has been properly evaluated and either discounted or mitigated in the operating schedule.

Location and other relevant considerations

105. In considering applications for new licences, variations of existing licences and licence reviews, this Authority will take the following matters into account:
 - Whether the premises is located within a current Cumulative Impact Area;
 - The type and mix of premises and their cumulative impact upon the local area;
 - The location of the premises and their character;
 - The views of the Responsible Authorities and other persons;
 - The past compliance history of the current management;
 - The proposed hours of operation;
 - The type and number of customers likely to attend the premises;
 - Whether the Applicant can demonstrate commitment to a high standard of management, for example, through the level of consideration given to the promotion of the licensing objectives; by active participation in Pub-Watch, Ask for Angela/Ask for Clive and adopting the Women's Safety Charter;

- The physical suitability of the premises for the proposed licensable activities, i.e. in terms of safety, access, noise control, etc.
106. Applicants should refer to Appendix B of this policy for details of the current local Cumulative Impact Areas and, also, consider the general operating hours in Chapter 7 of this policy. Applicants should not try to replicate later operating hours even if there are other premises nearby that currently operate for longer. This Authority will carefully balance the conflicting needs of residents, patrons and businesses in relation to the introduction of premises and flexible opening hours for the sale and supply of alcohol and late-night refreshment.

High standards of management

107. When assessing the Applicant's or Licensee's ability to demonstrate a commitment to high standards of management this Authority will consider whether the Applicant or Licensee:
- Has researched the local area and can demonstrate understanding of local community concerns;
 - Has carried out relevant risk assessments and devised an appropriate strategy to promote the licensing objectives;
 - Can demonstrate comprehensive knowledge of best practice;
 - Has sought advice from the Responsible Authorities;
 - Has implemented any advice given by Responsible Authorities;
 - Is able to understand verbal and written advice and legal requirements;
 - Can demonstrate knowledge of the licensing objectives, relevant parts of the licensing policy and their responsibilities under the 2003 Act;
 - Is able to run their business lawfully and in accordance with good business practices;
 - Is able to demonstrate a track record of compliance with legal requirements.

Mandatory conditions

108. There are a number of mandatory conditions set out within the Act (as amended by the Mandatory Licensing Conditions (Amendment) Order 2014. The mandatory conditions must be imposed upon all licences where relevant.

Other conditions

109. Conditions on a premises licence or club premises certificate are important in setting the parameters within which premises can lawfully operate. This Authority will aim to ensure that conditions attached to licences will:
- 1) Be appropriate for the promotion of the licensing objectives.

- 2) Be precise and enforceable.
- 3) Be unambiguous and clear in what they intend to achieve.
- 4) Not duplicate other statutory requirements or other duties or responsibilities placed on the employer by other legislation unless extending circumstances have demonstrated multiple breaches of that legislation and the conditions are to prevent further breaches.
- 5) Be tailored to the individual type, location and characteristics of the premises and events concerned.
- 6) Not be standardized.
- 7) Not replicate offences set out in the 2003 Act or other legislation.
- 8) Be proportionate, justifiable and capable of being met.
- 9) Not seek to manage the behaviour of customers once they are beyond the direct management of the licence holder and their staff (but may impact upon the behaviour of customers in the immediate vicinity of the premises or as they enter or leave).
- 10) Be written in a prescriptive manner.

Shadow licences

110. The Licensing Authority may consider granting applications for licences that duplicate the terms and conditions of the current operational licence for the same premises but are issued to the landowner or another person with an interest in the property. These 'Shadow Licences' are usually sought by landowners to protect their property interests due to policies that may refuse certain new applications. Such licences will be subject to a condition that prohibits its use whilst another licence is in place. A Shadow Licence will, in the event that a licence lapses, is surrendered or revoked (and incapable of being resurrected under the Act); shall require the holder of the licence to submit an application to the Licensing Authority to vary the Shadow Licence to remove any conditions preventing the use of the licence.
111. The Licensing Authority recognises that there is no restriction in the Licensing Act 2003 for there to be more than one licence to be in effect at any one time at the same premises to promote the licensing objectives and provide clarity as to which premises licence is being used to provide licensable activities. Conditions may be added to the additional premises licence application.

Chapter 6 - CUMULATIVE IMPACT AREAS (CIAs)

- 112. In areas where the number, type or density of licensed premises high, particularly those selling alcohol or providing late night refreshment, serious problems of nuisance and disorder may arise outside or some distance from those premises
- 113. This concentration of customers when leaving premises or when queuing at fast food outlets or public transport, problems of nuisance and disorder may arise outside or some distance from those premises/locations
- 114. These concentrations of people may also attract criminal activities such as drug dealing, pickpocketing and street robbery, whereby local services, i.e. policing, public transport services, public lavatory provision and street cleaning, may not be able to meet the immediate demand
- 115. The cumulative impact of licensed premises on the promotion of the licensing objectives is a proper matter for a Licensing Authority to consider within its licensing policy and is now included in s.5a Licensing Act 2003
- 116. Applications made within specified Cumulative Impact Areas (CIAs) are therefore deemed likely to add to the potential impact the CIA is intended to avoid. Therefore, under this policy, there is an automatic presumption that such applications will be refused; however, each application must still be judged on its own merits
- 117. It is normally the case that a representation citing a relevant CIA will have to be determined at a Licensing Sub-Committee hearing. The Applicant should therefore expect to have to attend a hearing regarding their application from the outset
- 118. This Authority expects all applicants to be able to demonstrate their understanding reasons for the CIA, highlighting those reasons and mitigating those within their operating schedule.

Those areas subject to the CIA can be found in **Appendix B.**

Early morning restriction orders (EMRO)

- 119. There are no EMROs in Southwark at the time of writing this policy; however, this Authority may introduce an EMRO if it feels it is 'appropriate' for the promotion of any of the licensing objectives.

Late Night Levy

120. The Late Night Levy is a discretionary power, which this Council adopted in 2019⁴ to assist Local Authorities and the Police to manage and improve the night-time economy.
121. The levy allows the Council to charge a fee (set nationally by the government) based upon the ratable value of premises that hold a premises licence or Club premises certificate to sell/supply alcohol between 00:01 and 06:00. This charge applies whether these licensed hours are used or not and is dependent on the ratable value of the premises, and the amounts of levy are set by the government.

Exemptions from the levy

122. The following premises are allowed an exemption:
- a) Premises with overnight accommodation which have no facilities to serve alcohol to non-residents.
 - b) Theatres and cinemas. where the sale of alcohol is for ticket holders for that event or participants in the production, and their invited guests.
 - c) Bingo Halls licensed under the Gambling Act, where live bingo is the primary function.
 - d) Community Amateur Sports Clubs. Currently registered with CASC & HMRC.
 - e) Community premises that have successfully applied for the replacement of the
 - f) mandatory 'designated premises supervisor' licence condition.
 - g) Businesses participating in a qualifying Business Improvement District where there an existing BID levy is to promote the reduction or prevention of late-night disorders.
 - h) New Year's Eve premises. This applies to premises which are not authorised to sell/supply alcohol between 00:00 (midnight) and 06:00 except on New Year's Day ONLY.

Reduction

123. The Council may decide that a where a Levy is in effect, a reduction of 30% of the levy payable may be offered to all premises selling alcohol and providing late night refreshment between 00:00 (midnight) and 06:00.

⁴ [Notice of proposal to introduce a late night levy in the London Borough of Southwark | Southwark Council](#)

Chapter 7 - HOURS OF OPERATION

Licensing hours

124. Prior to the introduction of the Licensing Act 2003, the Government believed that fixed and artificially early closing times were one of the key causes of both rapid binge drinking prior to closing times and of disorder and disturbance when large numbers of customers were simultaneously required to leave licensed premises. An aim was to reduce the potential for concentration of customers from licensed premises and achieve a slower dispersal of people through flexible opening times.
125. Current Guidance now states that the Government acknowledges that different licensing approaches may be appropriate for the promotion of the licensing objectives in different areas. The 2003 Act gives the Licensing Authority power to make decisions regarding licensed opening hours as part of its implementation of the licensing policy and Licensing Authorities are best placed to make such decisions based on local knowledge and in consultation with other Responsible Authorities.
126. This Authority recognises the increase in the number of premises licensed for the sale or supply of alcohol since the introduction of the 2003 Act and, particularly, the increase in the number and density of such premises within the night-time economy. In such a densely populated borough as Southwark, where there is often little demarcation between residential and commercial areas, the potential for late operating venues and businesses to cause nuisance and disturbance to local residents is considerable. Therefore, there will be no presumption in favour of lengthening licensing hours. The four licensing objectives should always be paramount considerations.
127. Table 2 (page 40) provides a guide for Applicants when preparing their operating schedules as to the hours of operation that this Authority might consider appropriate by type of premises and (planning) area classification. These hours are not pre-determined, and each application will be considered on its own merits.
128. You can check to see the recommended hours in a particular area by using Southwark Maps: <https://geomap.southwark.gov.uk/connect/analyst/mobile/#/login?mapcfg=%2FAnaly%20st%2FNamedProjects%2FSouthwark%20licencing%20areas>
129. However, Applicants for licences incorporating hours that fall outside of the guidance offered are expected to explain fully within their application the arrangements intended to be put in place to ensure that the premises do not add to the cumulative impact, or to disturbance and/or disorder in the area late at night. Applicants who wish to provide licensable activities outside the hours specified should ensure that the operating schedule

specifies detailed measures to mitigate against crime, disorder and public nuisance, taking into account the following:

- 1) The location of the premises and the character of the local area.
 - 2) The proposed hours during which the licensable activities are proposed to take place.
 - 3) The adequacy of the proposed control measures intended to promote the licensing objectives.
 - 4) The availability of local public transport.
 - 5) The proximity of the premises to other licensed premises of a similar nature and the hours of operation of those premises.
130. Operating schedules with insufficient detail are more likely to be refused, have limitations in hours applied, or have additional conditions imposed upon them by the Licensing Sub-Committee. The Licensing Authority may impose further limitations in hours upon review of the licence, particularly where the premise is shown to be the focus or cause of nuisance or anti-social behaviour.
131. Applicants should note that where applications relate to premises that are located within more densely populated areas, stricter controls with regard to noise control may be necessary. For guidance, please see Chapter 8 on the prevention of public nuisance.

Table 2 = Recommended Licensable Hours

Type of premises	Hours	Major Town Centres and Strategic Cultural Area	District Town Centres	Local Centres and Small Shopping Parades	Residential / Mixed Use areas
		• Bankside and Borough • London Bridge • Canada Water • Elephant and Castle (including Walworth Road) • Peckham	• Camberwell • Herne Hill Lordship Lane <i>Note: Borough and Bankside, and London Bridge are also classified as District Town Centres.</i>	• The Blue • Dulwich Village • Nunhead • Forest Hill Road • Great Suffolk Street • Southampton Way	All other <i>We recognise that certain areas within the borough are not residential, and all such</i>

Type of premises	Hours	Major Town Centres and Strategic Cultural Area	District Town Centres	Local Centres and Small Shopping Parades	Residential / Mixed Use areas
		St Mary's Churchyard (Rotherhithe)	<i>However, they have dual categorisation as Strategic Cultural Areas; therefore, the latter hours apply</i>	Southwark Park Road	<i>applications will be determined on their individual merits</i>
Restaurants and cafes	Start Time	No specified start time. Applicants are required to specify this in their application			
	End Time	Sun to Thurs: 00:00 Fri to Sat: 01:00	Sun to Thurs: 00:00 Fri to Sat: 01:00	Sun to Thurs: 23:30 Fri to Sat: 00:30	23:00 daily
Public houses, wine bars, or other drinking establishments and bars in other types of premises	Start Time	Mon to Sun: 11:00	Mon to Sun: 11:00	Mon to Sun: 11:00	Mon to Sun: 11:00
	End Time	Sun to Thurs: 23:00 Fri to Sat: 00:00	Sun to Thurs: 23:00 Fri to Sat: 00:00	Sun to Thurs: 23:30 Fri to Sat: 00:00	23:00 daily
Hotel bars and guest houses	Start Time	No restrictions for hotel residents			

Type of premises	Hours	Major Town Centres and Strategic Cultural Area	District Town Centres	Local Centres and Small Shopping Parades	Residential / Mixed Use areas
	End Time	No restrictions for hotel residents			
Night clubs (with 'sui generis' planning classification)	Start Time	Mon to Sun: 11:00	Mon to Sun: 11:00	Not considered appropriate	Not considered appropriate
	End Time	Mon to Thurs: 01:00 Fri to Sat: 06:00 Sun: 00:00	Sun to Thurs: 00:00 Fri to Sat: 01:00	Not considered appropriate	Not considered appropriate
Off-licences and alcohol sales in grocers and supermarkets	Start Time	Mon to Sun: 11:00	Mon to Sun: 11:00	Mon to Sun: 11:00	Mon to Sun: 11:00
	End Time	00:00 (midnight) daily	00:00 (midnight) daily	00:00 (midnight) daily	00:00 (midnight) daily
Take-away premises - LNR	A licence is required between 23:00 and 05:00 for the sale of hot food and/or hot drinks. Outside of these times is not a licensable activity under the Licensing Act 2003				
	End Time	Sun to Thurs: 00:00 Fri to Sat: 01:00	Sun to Thurs: 00:00 Fri to Sat: 01:00	Sun to Thurs: 23:00 Fri to Sat: 00:00	Not considered appropriate

Type of premises	Hours	Major Town Centres and Strategic Cultural Area	District Town Centres	Local Centres and Small Shopping Parades	Residential / Mixed Use areas
Cinemas and theatres	Start Time	No specified start time. Applicants are required to specify this in their application			
	End Time	02:00 daily	01:00 daily	00:00 (midnight) daily	23:00 daily
Vessels	Start Time	No specified start time. Applicants are required to specify this in their application			
	End Time	23:00 daily	23:00 daily	23:00 daily	23:00 daily
Qualifying members' clubs	Start Time	No specified start time. Applicants are required to specify this in their application.			
	End Time	02:00 daily	01:00 daily	00:00 (midnight) daily	23:00 daily
Event premises/ spaces where the sale of alcohol is included but ancillary to a range of activities, including meals	Start Time	Monday to Sunday: 11:00 (inclusive of Bank Holidays)			
	End Time	Sun to Thurs: 00:00 Fri to Sat: 01:00	Sun to Thurs: 00:00 Fri to Sat: 01:00	Sun to Thurs: 00:00 Fri to Sat: 01:00	23:00 Daily

132. It should be noted that there are three areas which are strategic cultural areas (SCA) that are situated outside a major town centre, two fall part of the Borough and Bankside SCA and a third area in Rotherhithe, these are listed below:
- 1) Shad Thames area bounded by Tower Bridge Road, Tooley Street, St. Saviours Dock and the River.
 - 2) Triangle area bounded by Bermondsey Street, Tower Bridge Road and the Railway.
 - 3) St Mary's Churchyard area, Rotherhithe.
133. It is recognised that these areas, although of mixed use, have a high residential usage and consideration for the later hours beyond those recommended for a residential area should be accompanied by evidence that the proposal is intended to enhance the provision of arts, culture and tourism in the area.
134. For premises that do not fall within one of the types of premises listed the on sale of alcohol shall be considered to fall within the premises type for a bar, some examples may be breweries with a tap room for on sales of alcohol, a hotel bar for non- residents, a bar or supply of alcohol in an office/workspace and event spaces which does not fall into the event premises/space category.
135. Similarly for types of premises that sell off sales of alcohol but do not fall within one of the listed categories shall be considered to fall within the premises type for an off-licence, for instance "petrol stations," where the restriction to sell alcohol under section 106 of the Licensing Act 2003 does not apply, the premises may be considered as predominately being a grocers.
136. Where the sale of alcohol is not considered the primary activity of the premises, then it is appropriate to condition the sale of alcohol as ancillary to the primary activity, for instance, to qualify for the restaurant hours, alcohol should be mainly ancillary to the provision of food.
137. For the purpose of this policy, the following area classifications have been made:
- 1) **Major Town Centres and Strategic Cultural Areas** – Bankside and Borough, London Bridge Canada Water, Elephant and Castle (including Walworth Road), Peckham, St Mary's Churchyard (Rotherhithe)
 - 2) **District Town Centres** – Camberwell, Herne Hill and Lordship Lane.
 - 3) *(Note: Borough and Bankside, and London Bridge are also classified as District Town Centres. However, they have dual categorisation as Strategic Cultural Areas; therefore, the latter hours apply.)*
 - 4) **Local Centres and Small Shopping Parades** – The Blue, Dulwich Village, Nunhead, Forest Hill Road, Great Suffolk Street, Southampton Way, Southwark Park Road
 - 5) **Residential / Mixed Use** – All other.

Chapter 8 - LICENSING OBJECTIVES

THE PREVENTION OF CRIME AND DISORDER

138. The Council recognises that well run licensed premises can make a valuable and positive contribution to the local community through the local economy, tourism, and cultural development. Southwark also has a duty under the Crime and Disorder Act 1998 to make reasonable actions to prevent crime and disorder.
139. However, poorly managed licensed premises, especially those offering late night alcohol and/or entertainment, or late-night refreshment for large numbers of people, can become a serious source of crime and disorder or anti-social behaviour.
140. This Authority expect Applicants for premises licences and club premises certificates to have made relevant enquiries about the local area and prepare their operating schedule on the basis of a risk assessment of the potential sources of crime and disorder associated with the premises operation. The operating schedule should demonstrate an understanding of the level of risk of crime and disorder and include positive proposals to manage any potential risk.

Relevant issues might include (but not limited to):

- 1) Anti-social behaviour;
- 2) Drunkenness on the premises;
- 3) Public drunkenness;
- 4) Violent behaviour;
- 5) The possession of weapons;
- 6) Drugs use;
- 7) Underage drinking;
- 8) Theft of personal property;
- 9) Trafficking and illegal workers;
- 10) Prostitution, lewd acts and similar offences;
- 11) Child sexual exploitation;
- 12) Harassment;
- 13) Counterfeit goods;
- 14) Non-duty paid goods and tax evasion;
- 15) Maintenance of smoke-free environments, including shisha bars.

141. Applicants are recommended to seek advice from the Council's Licensing Team, the Police and Trading Standards when carrying out their risk assessments and in preparing their operating schedules.
142. Southwark is committed to supporting the Mayor of London's Women's Night Safety Charter (WNSC)⁵ together with those schemes aimed at protecting the vulnerable participating in the night-time economy and profiled at Appendix C.

Door Supervision

143. Door supervisors will often play an important key role in ensuring that well managed premises are free from crime and disorder and nuisance problems. A reminder is given that where a premises licence (other than for plays or films) includes a condition that at specified times there must be persons employed for the purposes of security; protection; screening the suitability of persons entering premises; or dealing with conflict in pubs, clubs and other licensed premises open to the public, then such persons must be registered with the Security Industry Authority (SIA). In any event it is in operator's own interests to ensure that all security staff employed, whether under contract or employed in-house are so licensed, since the operator may be legally liable for their actions. Licensed door supervisors will have undergone an identity and criminal record check and have received suitable training. It is recommended that employers should consider using only SIA approved contractors to source.⁶

The sale and possession of smuggled, bootlegged or counterfeit products and the handling of stolen goods

144. Any holder of a premises licence, designated premises supervisor, any member of staff or club officer where a club premises certificate is granted, user of a premises for which a Temporary Event Notice is currently permitted or, any person carrying out paid or unpaid work at such premises, knowingly keeps or allows to be kept on those premises, any goods which have been imported without payment of duty or which have otherwise been unlawfully imported commits a criminal offence within this act. To prevent these offences from occurring, the licensee is expected to carry out its necessary due diligence. It should be noted that on conviction for offences relating to counterfeit products, confiscation for the proceeds of crime may be sought by the Council. Advice on this can be obtained from the Council's Trading Standards Service.

⁵ [Women's Night Safety Charter | London City Hall](#)

⁶ [Security Industry Authority - GOV.UK](#)

Theft of personal property

145. Important steps that can be taken to reduce the risk of theft of personal property include:

- 1) Raising the level of awareness among customers of the risk of theft of personal property through crime prevention information. This is especially important within premises where there is a high level of transient tourist trade.
- 2) Provide controlled cloakroom areas;
- 3) Provide Chelsea clips under tables;
- 4) Ensure all areas of the premises are well lit and able to be observed by staff.
- 5) Direct staff to observe the customer areas and politely raise with customers when personal belongings are left unattended;
- 6) Provide and publicise internal CCTV;
- 7) Ensure adequate staffing levels and provide appropriate staff training.

Adult Entertainment

146. The Licensing Authority, along with the Responsible Authorities, have concerns that the licensing objectives are engaged by the operation of premises where nudity, partial nudity or adult entertainment of a sexual nature is carried out. Applicants are required to state in their Operating Schedule that they propose to offer nudity, partial nudity or adult entertainment of a sexual nature.

PUBLIC SAFETY

147. Licence holders have a responsibility to ensure the safety of those using their premises, under the Licensing Act 2003. This responsibility extends to other regulatory regimes requiring managers and employees to be vigilant to risk; dynamically assessing the risks to prevent accidents and injuries due to structure, design and maintenance. With due consideration given to the events promoted on those premises where alcohol consumption and vulnerable customer mix.

148. Licensable activities may take place within a broad range of premises: cinemas; theatres concert halls; night-clubs, bars and public houses; restaurants and cafes fast food outlets.; supermarkets, off-licences. Each of these types of operation potentially presents a mixture of risks common to most premises. Others are unique to specific operations it is essential that premises are constructed or adapted, configured and managed in a manner which acknowledges these risks and safeguards occupants against them. Fire prevention and evacuation guidance documents is made available for each type of premises and operation.

149. This Authority is committed to ensuring the safety of people visiting and working in licensed premises. This Authority expects all applicants for premises licenses and club premises certificates to be able to demonstrate their understanding of the risks and hazards attributed to their premises, operation, venue style and customer base by highlighting those risks and mitigation within their operating schedule.
150. A number of matters should be considered in relation to public safety. These may include:
- 1) Premises configuration and site layout arrangements including adequate means of escape and signage;
 - 2) Fire safety;
 - 3) Emergency systems;
 - 4) Temporary structures;
 - 5) Ensuring appropriate access for emergency services, such as ambulances;
 - 6) Good internal and external communication systems, including with Local Authorities and emergency services (for example, communications networks with the Police and signing up for local resident incident alerts);
 - 7) Ensuring the presence of trained first aiders on the premises and appropriate first aid kits;
 - 8) Hygiene and welfare facilities;
 - 9) Special installations and special effects;
 - 10) Ensuring the safety of people when leaving the premises (for example, through the provision of information on late night transport);
 - 11) Ensuring appropriate and frequent waste disposal, particularly of glass and bottles;
 - 12) Ensuring appropriate safe limits on the maximum capacity of the premises;
151. Statutory guidance advises applicants to seek advice from the Council's Health and Safety Team and/or local fire safety Officers before submitting any application. (see contact details in Appendix A of this document)
- 1) Model National and Standard Conditions for Places of Public Entertainment and Associated Guidance ISBN 904031 11 0 (Entertainment Technology Press – ABTT Publications).
 - 2) The Event Safety Guide - A guide to health, safety and welfare at music and similar events (HSE 2002) ("The Purple Book") ISBN 0 7176 2453 6.
 - 3) Managing Crowds Safely – A Guide for Organisers of Events and Venues (HSE 2000) ISBN 0 7176 1834 7.
 - 4) 5 Steps to Risk Assessment: Case Studies (HSE 1998) ISBN 07176 15804.

- 5) The Guide to Safety at Sports Grounds, Published by the Safety at Sports Grounds Authority ("The Green Guide") 2007 ISBN 9780117020740.
- 6) Fire Safety Risk Assessment – “Open Air Events and Venues” (ISBN 978 1 85112 823 5), which is available from the Communities and Local Government website www.communities.gov.uk/fire
- 7) Technical Standards for Places of Public Entertainment 2013 – The Association of British Theatre Technicians; The Chartered Institute of Environmental Health; The District Surveyors’ Association; and The Institute of Licensing.
- 8) Safer Clubbing - Produced by the Home Office in conjunction with the London Drugs Policy Forum.

The following British Standards should also be considered.

- 9) BS 5588 Part 6 (regarding places of assembly);
- 10) BS 5588 Part 9 (regarding ventilation and air conditioning systems);
- 11) BS5588 Part 9 (regarding means of escape for disabled people);
- 12) BS 5839 (fire detection, fire alarm systems and buildings);
- 13) BS 5266 (emergency lighting systems).

PREVENTION OF PUBLIC NUISANCE

152. This Authority expects Applicants for premises licences and club premises certificates to have made relevant enquiries about the local area, recognising the impact their operation may have on the neighbourhood, through light pollution, noxious smells, or noise escaping from premises or their outdoor areas. Particular consideration must also be given when patrons congregate outside awaiting entry, and similarly as they leave the venue awaiting transport home.
153. This Authority expects all applicants for premises licenses and club premises certificates to be able to demonstrate their understanding of the likelihood of the environmental impact on the community through their operation, highlighting those risks and the mitigation required and put in place within their operating schedule.
154. Relevant considerations might include:
 - Preventing disturbance caused by patrons upon arrival, when queuing or being admitted to the premises, while congregating outside the premises, or upon departure. This particularly (though not exclusively) between 22:00 and 08:00.
 - The provision of adequate parking arrangements for customers, preventing illegal parking and obstruction of emergency and other vehicles.
 - The prevention of queues of traffic forming outside the premises.

- The availability of alternative public transport and local provision for licensed taxis or private hire vehicles, including arrangements to ensure their use does not cause disturbance to local residents.
- The use of public transport/active travel should be positively encouraged.
- Preventing noise and vibration escaping from the premises, including from music played upon the premises, public address systems, and customer noise.
- Preventing nuisance from the positioning and operation of plant and machinery such as kitchen extraction systems, ventilation plant, condensers, etc.
- The need for regular patrols of the boundary of the premises and/or at the nearest residential points to ensure nuisance impacts are not being experienced by neighbours.
- Controlling disturbances that may be caused by the use of external areas. This should include gardens and terraces as well as other open-air areas, including the highway (particularly in relation to the smoking ban and passage of patrons between internal and external areas);
- Arranging clear-up operations conducted by staff so they do not cause a nuisance and controlling staff departures.
- Restricting delivery and collection times (waste, equipment and consumables) to between 08:00 and 20:00.
- Limiting any nuisance or glare caused by the positioning of external lighting, including security lighting.
- Preventing odour or pests from refuse storage and waste disposal, and the accumulation of litter and smokers waste in the vicinity of the premises.
- Preventing odour from food preparation and having adequate kitchen extraction systems in place.

155. Applicants are recommended to seek advice from the Council's Environmental Protection Team when preparing their operating plans and schedules. Where relevant, Applicants are also advised to refer to:

- 1) The Institute of Acoustics "Good Practice Guide on the Control of Noise from Pubs and Clubs".
- 2) Noise at Work Guidance for employers on the Control of Noise at Work Regulations 2005 issued by the Health and Safety Executive and obtainable from [Noise at work: A brief guide to controlling the risks INDG362](#)
- 3) In the case of large music events, the Code of Practice on Environmental Noise Control at Concerts produced by the Noise Council, together with Southwark Events Team policies.
- 4) Guidance on the Control of Odour and Noise from Commercial Kitchen Exhaust Systems produced by EMAQ (2018).
- 5) Guidance Notes for the Reduction of Obtrusive Light – Institute of Lighting Engineers (2005).

6) Southwark's Environmental Protection Team's Technical Guidance for Noise (2017).

Outdoor events/other large events

156. Each year, Southwark hosts a large number of outdoor community events. These events add to the vibrancy of the Borough and are enjoyed by both residents and visitors alike. It is important that such events are organised and managed to ensure that minimum disturbance is caused to people living and working nearby.
157. Applicants should follow the guidance for all premises licence applications and must consult with Southwark's Events Team early in the planning process for any event and submit an 'Event Management Plan' to the Council's Environmental Protection Team with their application.
158. Responsible Authorities will assess all licence applications for their impact with regard to public nuisance. Nuisance from outdoor events can be created by many activities, for example:
 - Set up rigging / de-rigging;
 - Vehicle movements on and around the site;
 - Patrons congregating and dispersing;
 - Parking arrangements;
 - Music and entertainment;
 - Fireworks and special effects;
 - Smoke;
 - Odour from concessions or open food preparation;
 - Lighting;
 - Operation of plant and machinery (including generators, etc.);
 - Litter.
159. This Authority expects all event organisers to include a 'nuisance management plan, be able to demonstrate their understanding of the likely impact on the community through their operation, highlighting those risks and the mitigation required to be put in place within that event management plan.
160. The nuisance management plan should include the following information:
 - Location and site plan;
 - Date/hours of operation. It is suggested that a finishing time of 22:00 is appropriate; however, an earlier finish time may be requested, subject to local circumstances;
 - Information on the type of event, with programme and timetable;
 - Orientation of any stage(s), marquees or potential sources of noise;

- Plans for access to and from the site and site routes within the event perimeter;
- Location of operational plant and vehicles;
- Background noise survey and predictive noise assessment;
- Details of event and stage management structure, including names and contact details for persons responsible for liaison with Council and other Enforcement Officers at the event; for management of sound systems; recording of noise levels; dealing with complaints and keeping records of and remedial actions; and attending pre-event and post-event audit meetings with the Authority;
- Details of noise control measures:
 - Sound limiting technology to be used.
 - Maximum noise/bass levels.
 - Selection of equipment, etc.
- Location of light sources and light impact assessment;
- Litter control, waste management and recycling provisions;
- A copy of the pre-event information leaflet to be dropped to occupiers of nearby noise sensitive premises.

161. Licensees should be aware that a range of other consents may be necessary to provide smoking shelters or space heaters, awnings, tables and chairs, metal or rope barriers or 'A' boards on the highway. Please discuss your proposals with the Licensing Team in the first instance (see Appendix A for contact details).

THE PROTECTION OF CHILDREN FROM HARM

162. The protection of children from harm includes the protection of children from moral, psychological and physical harm. This includes not only protecting children from the harms associated with alcohol but also wider harms such as exposure to strong language and sexual expletives (for example, in the context of exposure to certain films or adult entertainment). Licensing Authorities must also consider the need to protect children from sexual exploitation when undertaking licensing functions.
163. This Authority expects Applicants for premises licences and club premises certificates to have prepared their operating schedule on the basis of a risk- assessment of the potential sources of harm to children. It is expected that the operating schedule will demonstrate an understanding of the potential risks to children and set out the steps to be taken to protect children from harm when on the premises.
164. Relevant considerations might include (but not limited to):
- 1) Preventing access to alcohol and other age-restricted products;
 - 2) Removing encouragement for children to consume alcohol;
 - 3) Preventing exposure to gaming;

4) Preventing exposure to adult entertainment or facilities.

165. Southwark Children's Services work closely with colleagues in Trading Standards who are available to provide advice and guidance around age verification schemes and preventing underage sales. See Appendix A for contact details.
166. This section of the strategy is intended to provide a guide to prospective licence Applicants as to the types of controls that may be appropriate for the promotion of the protection of children from harm licensing objective. It is neither intended to provide a definitive list of preventative measures nor will the controls listed be appropriate in every circumstance. They are provided to be considered and modified to fit the proposed business operation.¹⁶⁹ Applicants should note that where its discretion is engaged following the consideration of relevant representations, the Licensing Authority will consider attaching appropriate conditions to protect children from harm.

Access to premises by children

167. The act makes it an offence to permit children under the age of 16, who are not accompanied by an adult to be present on premises being used exclusively or primarily for the supply of alcohol for consumption on those premises, under the authorisation of a premises licence, club premises certificate or where that activity is carried on under the authority of a temporary event notice. In addition, it is an offence to permit children under 16 who are not accompanied by an adult, between 00:00 (midnight) and 05:00 at other premises supplying alcohol for consumption on the premises, under any such authority.
168. The Council recognises, however, that licences may be sought for a great variety of premises, including theatres, cinemas, restaurants, concert halls, take-away and fast-food outlets as well as public houses and nightclubs. While the Council would encourage Applicants to make provision for the access of children where appropriate, conditions restricting the access of children will be strongly considered in circumstances where:
- 1) Adult entertainment is provided;
 - 2) A member or members of the current management have been convicted for serving alcohol to minors or with a reputation for allowing underage drinking;
 - 3) It is known that unaccompanied children have been allowed access;
 - 4) There is a known association with drug taking or drug dealing;
 - 5) The premises are used exclusively or primarily for the sale of alcohol for consumption upon the premises.
169. Applicants must be clear in their operating schedules about the activities intended to be provided and the times at which these shall take place, in order to help determine when it is not appropriate for children to enter the premises.

170. Conditions should reflect the licensable activities taking place on the premises. Consideration should be given to appropriate conditions.
- 1) Restricting the hours when children are present;
 - 2) Restricting or excluding children under a specified age when particular specified activities take place;
 - 3) Restricting the parts of the premises to which children may have access;
 - 4) Imposing age restrictions (below 18);
 - 5) Requirements for an accompanying adult;
 - 6) Full exclusion of people under the age of 18 years from the premises.

Age Verification Policies

171. It is a mandatory licence condition for premises that sell or supply alcohol to have an age verification policy in place. The Authority favours the Challenge 25/Check 25 type schemes. Such a scheme volunteered as part of an operating schedule.
172. A digital form of proof of age approved by the Proof of Age Standards Scheme (PASS) would be deemed satisfactory.
173. Southwark's Trading Standards service, as a Responsible Authority, considers every licence application made to the Licensing Authority and makes recommendations on an appropriate range of management controls, especially with regard to preventing underage sales of alcohol and the protection of children from harm.

Underage Sales/The Purchase and consumption of alcohol by children and young persons

174. Trading Standards also conducts underage sales test purchasing operations to monitor compliance. Where possible, such operations follow the Office of Product Safety and Standards (OPPS) published code of practice for regulatory delivery on age-restricted products and services.
175. Trading Standards' current guidance for preventing underage includes the elements set out below. The guidance takes into account the government's published Age-Related Products and Services Framework. It is recommended that all operators give careful consideration to introducing such controls into their management practices and operating schedules. The guidance may be revised in light of new developments. Such practices include:

- 1) Challenge 25 should form part of the mandatory age verification policy. The policy should require the production of evidence of age, comprising any Proof of Age Standards Scheme (PASS) approved proof of age, passport or driving licence, from any person who is attempting to buy alcohol and who appears to staff engaged in selling or supplying alcohol to be under 25 years old;
 - 2) Challenge 25 notices and point of sale material should be displayed informing customers and staff that sales of alcohol will not be made to anyone appearing to be under 25 unless they can prove they are 18 or over;
 - 3) Evidence of the operation of Challenge 25 (in the form of documented procedures) should be maintained and made available for inspection by authorised council officers or the Police;
 - 4) All staff to be trained in the prevention of sales of alcohol to underage persons (including the prevention of 'proxy sales') and the age verification Challenge 25 policy.
 - 5) An incident log or refusals register shall be maintained to record details of all refused sales of alcohol in order to demonstrate effective operation of the Challenge 25 policy.
 - 6) CCTV recording systems shall be positioned to capture the sale of alcohol.
 - 7) A personal licence holder shall be on the premises at all times that alcohol is supplied;
 - 8) An EPOS (electronic point of sale) system is installed at the premises which is configured to prompt the operator to check proof of age when an alcoholic product is scanned.
 - 9) The DPS shall ensure that, as far as is reasonably practical, alcohol for exposed sale is displayed in an area which can be constantly monitored or supervised by staff, separate from goods likely to be purchased by persons under 18;
 - 10) If any advertising campaigns or promotions of alcohol are planned, the premises licence holder shall ensure they are carried out in a socially responsible manner and that they do not encourage irresponsible drinking and shall cease where an authorised council officer or the Police raises concerns about the campaign or promotion.
 - 11) Children and responsible drinks promotions
176. The Portman Group operates on behalf of the alcohol industry, the 'Code of Practice of the Naming, Packaging and Promotion of Alcoholic Drinks', to ensure that alcohol is marketed responsibly and only to adults.
177. The Code applies to all alcohol marketing (including naming, packaging, and promotion of products, event sponsorship and point of sale material) which is primarily UK-targeted and not already subject to regulation by the Advertising Standards Authority (ASA) or Ofcom. The Code can be viewed at [Codes of Practice - Portman Group](#)

Film Classification

178. Films intended only for local exhibition may be classified by the local Licensing Authority as an alternative to the BBFC. This Authority has a Film Viewing Board for that purpose.
179. For a local age classification to be considered, it is important that good notice (a minimum of 2 months) is given of the proposed exhibition. It is necessary for the Board to view the version of the film that is intended to be exhibited, and so a good quality copy on acceptable media is required in advance of the exhibition. The following information is to be provided by the proposed exhibitor:
 - 1) a synopsis of the film program(s) must be sent to the Licensing Unit a minimum 2 months in advance of the proposed screening date, where possible, giving sufficiently detailed and accurate information on any potentially controversial issues such as: discrimination, drugs, horror, imitable behaviour, language, nudity, sex, theme, violence and in particular anything considered over 18 (e.g. R18);
 - 2) information on active and thorough child protection policies, including any permission processes required to be obtained for children to appear in any film exhibition;
 - 3) information on how staff are informed on policies and matters that may be significant at the time of the exhibition;
 - 4) information on feedback and evaluation procedures;
 - 5) information as to the steps that will be taken to display notices inside and outside the premises so that persons entering can readily read them and be aware of the classification attached to the film;
 - 6) information on the use of sufficient ushers/stewards (minimum 18 years old) to be in attendance at the entrance to the viewing room at all times, to ensure that only children who may view the film or exhibition are permitted access.
180. A fee to offset the costs of classifying a film, based on the film's duration, will be charged.
181. The Licensing Authority will not reclassify films already classified by the BBFC except where the parts of the film have been edited to remove content that may result in a lower classification.
182. Please contact the Licensing Team to discuss your exhibitions (see Appendix A for contact details). For other safeguarding considerations, please see Appendix C.
183. Where a premises licence with the authority to show films wishes to provide special screening, such as mother/parent and baby screening, a variation application or TEN can be submitted to the licensing authority. (Please refer to Chapter 3 for TENs).

184. Applicants are expected to include within their operating schedule any arrangements for restricting children from viewing age-restricted films. For other safeguarding considerations, please see Appendix C.

Regulated entertainment provided for children

185. Where entertainments or facilities are generally provided specifically for children, Applicants are asked to demonstrate within their application:
- 1) That the company/organisation has a policy or statement on keeping children safe from harm;
 - 2) How employees or contracted agencies will be made aware of the company's / organisation's policy/statement on keeping children safe from harm;
 - 3) That recruitment processes for staff who may have to deal directly with children under the age of 18 seek to ensure, as best the company/organisation can, that the appointed Applicant has not been known to have harmed children;
 - 4) That there will be clear expectations on staff with regard to their personal conduct in direct relations with children under 18 and guidance on what is appropriate in dealing with specific situations which may arise;
 - 5) There are systems in place and staff are aware of them for dealing with possible abuse or violence to children from other users of the licensed facility;
 - 6) There are clear and accessible complaint systems for children to report if they have been harmed and there are clear whistle-blowing procedures for staff who may have concerns about the welfare of children on the premises;
 - 7) That all duty managers or staff in charge of the premises are aware of how to refer any concerns about the welfare of children to the local Police, Southwark's Children Service Multi-Agency Hub or Social Services as necessary.
186. Where a theatrical entertainment is specially presented for children, the Council advises the presence of sufficient adult staff to control access and egress of children and to protect them from harm as follows:
- 1) An adult member of staff to be stationed in the vicinity of each of the exits from any level, subject to there being a minimum of one member of staff per 50 children or part thereof;
 - 2) No child (unless accompanied by an adult) to be permitted in the front row of any balcony;
 - 3) No standing to be permitted in any part of the auditorium during the performance.

Child Sexual Exploitation (CSE)

187. Sexual exploitation is when a child under the age of 18 is manipulated into having sex or engaging in sexual activities, usually in return for something. It is a form of abuse and a crime.
188. This Authority and its partners are committed to tackling and preventing the sexual exploitation of children and young people.

London Safeguarding Children's Board

189. The London Safeguarding Children's Board provide advice and guidance for licensed premises operators and their staff in their policy 'Safeguarding Children Policy for Licensed Premises', which can be viewed using the link provided https://www.londonsafeguardingchildrenprocedures.co.uk/sg_licensed.html?zoom_highlight=licensed+premises All operators are advised to display a copy of the procedure and accompanying poster available upon the premises.
190. The London Safeguarding Children's Board provide advice and guidance for licensed premises operators and their staff in their policy 'Safeguarding Children Policy for Licensed Premises', which can be viewed using the link provided [London Safeguarding Children Procedures](#) All operators are advised to display a copy of the procedure and accompanying poster available upon the premises.
191. Operators writing the policies and procedures for their premises staff may also include appropriate measures/training covering how staff would deal with unsupervised very young children being on the premises, or children causing perceived problems on/around the premises.

Child sexual exploitation and communities

192. It's better to prevent children from being harmed than to have to help children recover from the trauma of being sexually exploited. The Council and Southwark Police are carrying out widespread community education to ensure everyone knows what to do to prevent harm to children, and we're sure that you, too, have a big role to play. For more information, please visit our website at [Child sexual exploitation \(CSE\) | Southwark Council](#)

Southwark Safeguarding Children's Board

193. Southwark Council, local Police, health services, local schools, community and faith groups and the voluntary sector all come together to keep children safe at the Southwark Safeguarding Children's Board. [Southwark Safeguarding Partnership -](#)

194. The Safeguarding Board wants to reach parents, children and young people, and all local organisations with information about stopping child sexual exploitation. There are 9 different “types” of child sexual exploitation. Sexual exploitation often happens alongside other forms of child exploitation, such as forcing children to break the law by carrying drugs or weapons and using that to blackmail a child. It's easy to understand the danger to children when their “best friend” is a criminal. There's a role for everyone to play to put a stop to this, and we'll support you in playing your role.

Entertainment involving striptease and nudity

195. Applicants proposing activity that includes adult entertainment are also referred to Southwark's policy in relation to the Local Government (Miscellaneous Provisions) Act 1982 (the 1982 Act) and as amended, and Appendix C of this policy.

Chapter 9 - ENFORCEMENT

Enforcement

196. It is essential that licensed premises operate in accordance with the Act and comply in full with the licence terms, conditions and restrictions at all times.
197. Part of the Licensing Authority's role is to monitor premises operations and take appropriate enforcement action to promote the licensing objectives, support good management practice, and protect the local community. This Authority recognises the importance of the enforcement role and will work in partnership with all relevant agencies to promote the licensing objectives, taking effective enforcement actions where appropriate. The Licensing Act 2003 outlines a number of offences related to the sale and consumption of alcohol, as well as the operation of licensed premises. Please refer to [Licensing Act 2003](#)
198. Southwark Council's Regulatory Enforcement policy sets out the approach to enforcement across the service. This can be found at:
[southwark+Regulatory+Services+Enforcement+Policy+2021 - Google Search](#)
199. All proactive premises inspections will be undertaken on a thorough risk-based assessment, with resources targeted toward a problem or high-risk premises which require greater attention. A lighter touch will be applied in respect of premises, which can show they are well run and present a low risk. Details of the basis for our risk-assessment approach can be obtained from the licensing service.
200. Intelligence-led enforcement activities will be carried out when. Public complaints, referrals from the local community teams, reports from Officers and other partner agencies.
201. To promote effective use of enforcement resources and reduce the burden on business, those enforcement agencies inspecting and investigating particular matters may note other matters normally dealt with by another relevant agencies during the course of premises visits.
202. To ensure public safety, these matters identified will be brought to the attention of the licence holder and then reported to the issue to appropriate agency. (When a Licensing Officer notes a fire safety matter, it will be referred to the fire service.)

Partnership Working

203. This partnership approach is supported and facilitated by:
- 1) Partnership Night Time Economy Team (NTE);
 - 2) Regular liaison meetings between the licensing service and the Police Licensing Teams;
 - 3) Regular meetings of the primary Responsible Authorities;
 - 4) The partnership tasking group; and
 - 5) A commitment to multi-agency working.
204. The partnership NTE (council and/or relevant agencies) intends to provide a high-visibility, reassuring presence in the night-time economy and to establish good working relationships with venue front-of-house and management staff. Random visits will be made to premises in furtherance of these aims.
205. Covert test purchases of all age-restricted products, including alcohol. Challenge 25 compliance. Sale of contraband / smuggled goods products including alcohol. Challenge 25 compliance. Sale of contraband / smuggled goods.
206. The results of investigations and test purchasing will be communicated to the business operator, either at the time or in writing, after the event.
207. This Authority recognises the important role played in preventing crime and disorder by the personnel the Security Industry Authority regulates. In partnership with the SIA Border Force Policy, we will ensure door supervisors are properly licensed. As part of this co-operation, it has authorised Officers to act under the powers of the Private Security Industry Act 2001.
208. This Authority recognises pub and club watch schemes and is willing to support business-led initiatives intended to help promote the licensing objectives.

APPENDIX A - CONTACT DETAILS

Southwark Licensing Team

Regulatory Services
3rd Floor Hub 1
PO Box 64529
London, SE1P 5LX
E-mail: licensing@southwark.gov.uk

By phone: Customer Service centre on 020 7525 2000
By e-mail: licensing@southwark.gov.uk
By visiting the website: <https://www.southwark.gov.uk/business/licences>

Responsible Authorities

Licensing Authority

Southwark Council
3rd Floor Hub 1
PO Box 64529
London, SE1P 5LX
E-mail: licensing@southwark.gov.uk

Health and Safety

Southwark Council, Floor 3, Hub 1,
PO Box 64529
London, SE1P 5LX
E-mail: ohs.regen@southwark.gov.uk

Please note – this address is for premises that come under the Council for health and safety enforcement. Other premises, such as Council-owned premises, will come under the HSE and boats under the Maritime and Coastguard Agency.

Planning Authority

The Council's Building and Development Control
Services Council Offices 5th Floor Hub 2
PO Box 64529
London, SE1P 5LX
E-mail: planning.enquiries@southwark.gov.uk

Trading Standards

Southwark Council Floor 3, Hub 1
PO Box 64529
London, SE1P 5LX
E-mail: TradingStandards.Regen@southwark.gov.uk

Environmental Protection Team (EHS)

Southwark Council Floor 3, Hub 1
PO Box 64529

The Chief Officer of Police

Southwark Police Licensing, Unit 323
Borough High Street London, SE1 2ER

London, SE1P 5LX

E-mail:

Environmental.Protection@southwark.gov.uk

Home Office Alcohol Licensing Team

Lunar House

40 Wellesley Road,

Croydon, CR9 2BY

E-mail: Alcohol@homeoffice.gsi.gov.uk

E-mail: SouthwarkLicensing@met.police.uk

Telephone: 0207 232 6756

The London Fire and Emergency Planning Authority

South East Area 3 London Fire Brigade

169 Union Street

London, SE1 0LL

E-mail: FireSafetyRegulationSE@london-fire.gov.uk

Telephone: 020 8555 1200 Ext: 36500

Southwark Multi-Agency Safeguarding Hub

Email: Children at risk | Southwark Council

Telephone:

020 7525 1921 (weekday 9-5)

020 7525 5000 (out of hours)

Note: *If you are applying for a premises or a club premises certificate and part of the premises concerned falls within another Licensing Authority's area, then that Authority should be copied in on the application also.*

Port of London Authority

(for vessels only)

London River House

Royal Pier Road

Gravesend,

Kent,

DA12 2BG

Public Health

Southwark Council

1st Floor Hub 2

PO. Box 64529,

London, SE1P 5LX

Email: publichealth.licensing@southwark.gov.uk

020 7529 0026

Tables & Chairs/Street Furniture/Pavement Licensing

(or other temporary articles on the highway)

Highways Licensing Team

Southwark Council, Floor 3 Hub 1

PO BOX 64529,

London, SE1 5LX

Email Highwayslicensing@southwark.gov.uk

Culture and Events Team (for Safety Advisory Board)

Southwark Council, 3rd Floor - Hub C

PO Box 64529

London, SE1P 5LX

Email: events@southwark.gov.uk Tel: 020 75253422

Markets and Street Trading

SAST House

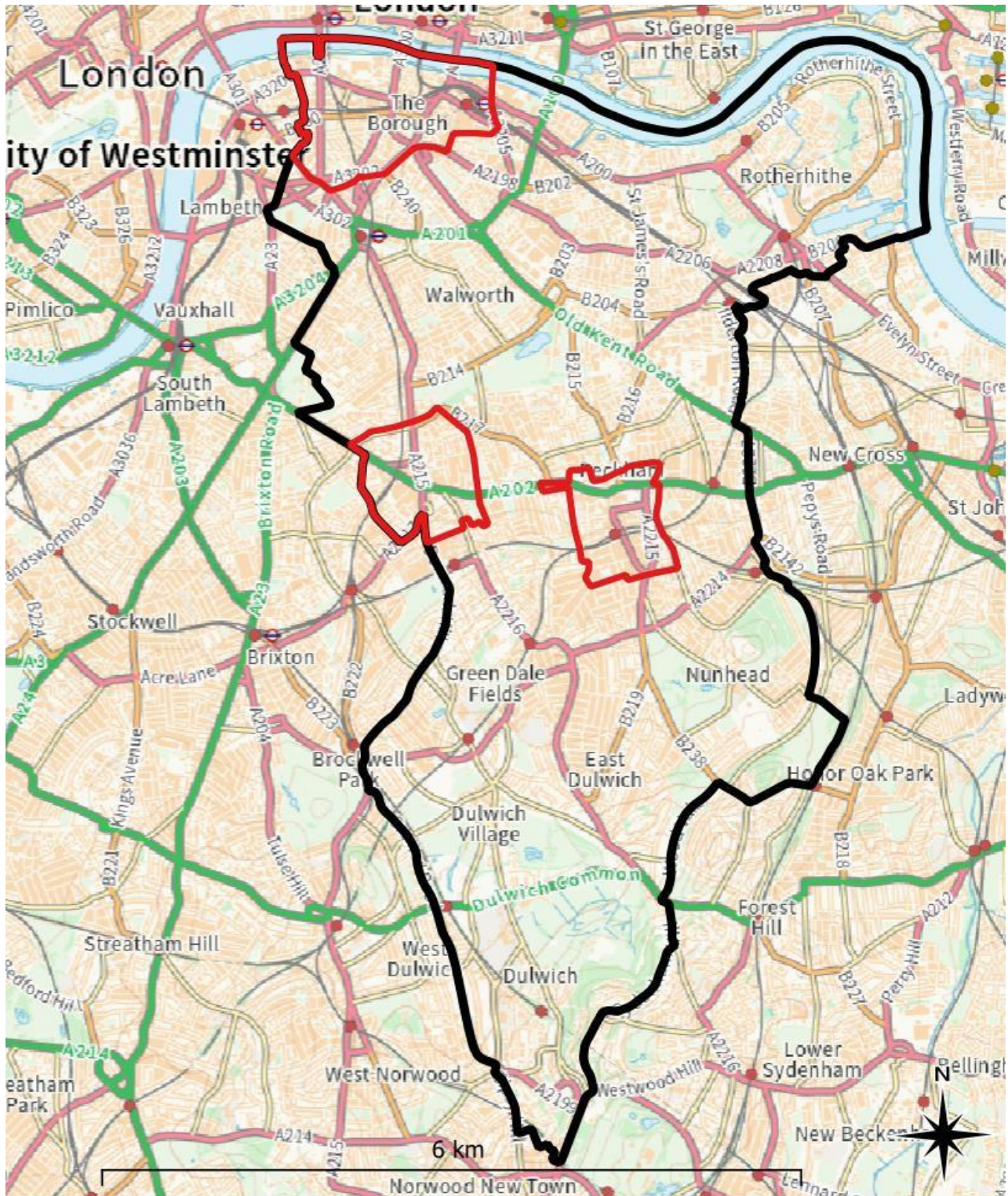
47-53 Dawes Street,

London, SE17 1EL

Email: streettrading@southwark.gov.uk

Telephone: 020 7525 6000

APPENDIX B – MAP OF AREA CLASSIFICATIONS AND CIAs



Cumulative Impact

1. Chapter 14 of the Home Office Revised Guidance issued under s.182 of the Licensing Act 2003 (November 2025) sets out that relevant information which Licensing Authorities may be able to draw upon to evidence the cumulative impact of licensed premises on the promotion of the licensing objectives will include:
 - Local crime and disorder statistics, including statistics on specific types of crime and crime hotspots;
 - Statistics on local anti-social behaviour offences;
 - Health-related statistics such as alcohol related emergency attendances and hospital admissions;
 - Environmental Health complaints, particularly in relation to noise and litter;
 - Complaints recorded by the Local Authority, which may include complaints raised by local residents or residents' associations;
 - Evidence from local and parish Councillors; and
 - Evidence obtained through local consultation.
2. The Licensing Authority may consider this evidence, alongside its own evidence as to the impact of licensable activities within its area and consider, in particular, the times at which licensable activities are carried on. Information which may inform consideration of these issues includes:
 - Trends in licence applications, particularly trends in applications by types of premises and terminal hours;
 - Changes in terminal hours of premises;
 - Premises capacities at different times of night and the expected concentrations of drinkers who will be expected to be leaving at different times.
3. In summary, the steps to be followed in considering whether to adopt a special policy within the policy are:
 - a) Identify concern about crime and disorder; public safety; public nuisance; or protection of children from harm;
 - b) Consider whether there is good evidence that crime and disorder or nuisance are occurring, or whether there are activities which pose a threat to public safety or the protection of children from harm;
 - c) If such problems are occurring, identify whether these problems are being caused by customers of licensed premises, or that the risk of cumulative impact is imminent.
 - d) Identify the boundaries of the area where problems are occurring (this can involve mapping where the problems occur and identifying specific streets or localities where such problems arise);

- e) Consult those specified in section 5(3) of the 2003 Act and, subject to the outcome of the consultation, include and publish details of the special policy in the licensing policy statement.
4. The effect of publishing a cumulative impact assessment is to create a rebuttable presumption that applications for new premises licences or club premises certificates or variations that are likely to add to the existing cumulative impact will normally be refused or subject to certain limitations, following relevant representations. In such circumstances, it is for the Applicant to demonstrate that the application will not, if granted, further contribute to the negative local cumulative impact on any one or more of the licensing objectives.
 5. This presumption does not relieve the Responsible Authorities or interested parties of the need to make a relevant representation. Such representation, which should reference the information which had been before the Licensing Authority when it developed its statement of policy, must be received before a Licensing Authority may lawfully consider giving effect to its special policy. If there are no representations, the Licensing Authority must grant the application in terms that are consistent with the operating schedule submitted. Once adopted, any policy will be reviewed within a three year period.
 6. The Council will not use such policies solely:
 - As the grounds for removing a licence when representations are received about problems with existing licensed premises;
 - To refuse modifications to a licence, except when the modifications are directly relevant to the policy, for example where the application is for a significant increase in the capacity limits.

Southwark regeneration and planning policies

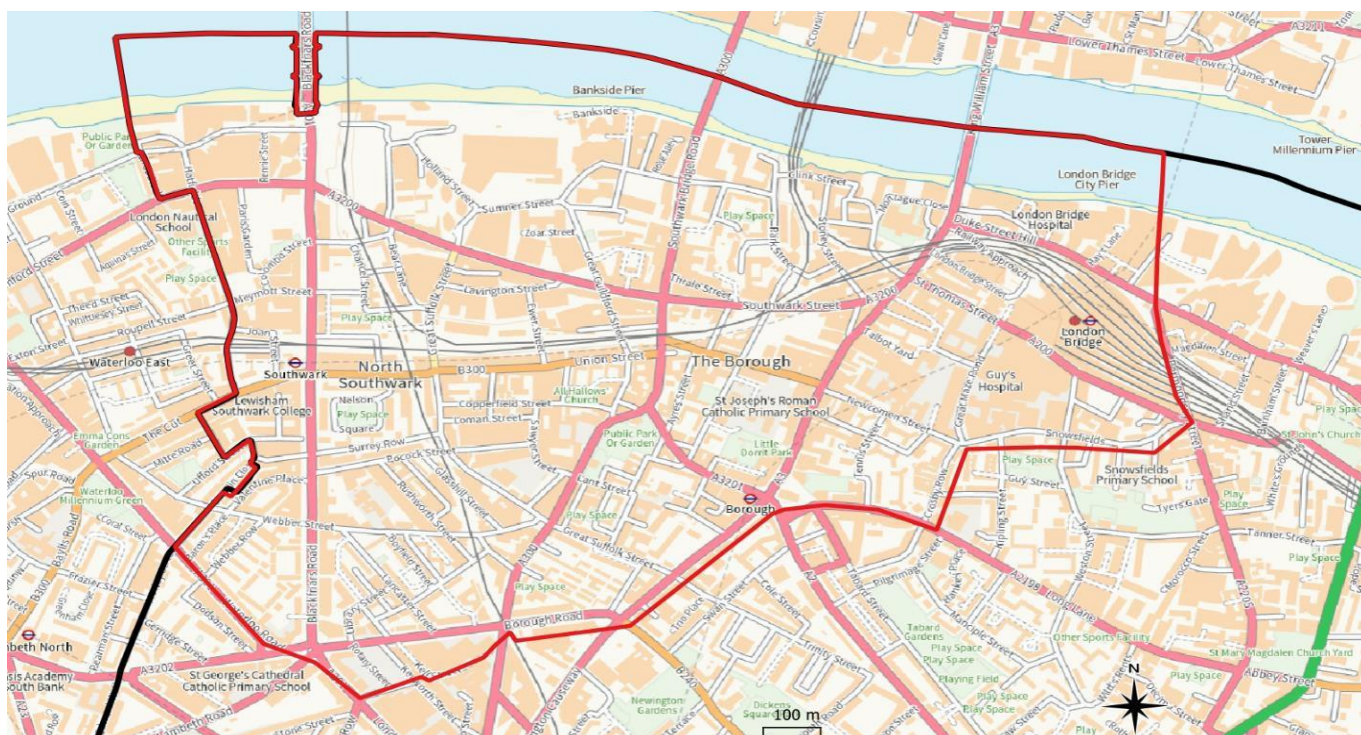
7. Local cumulative impact policies are not intended as a barrier to local regeneration; however regeneration and planning policies and schemes are separate regimes from licensing and each deals with different and separate local issues.
8. Applicants for premises licence and variations in regeneration areas and who have received assistance from the regeneration section of the Council with their planning consents, that receive relevant representations with regards to cumulative impact policies will still be required to adequately address the cumulative crime and disorder and public nuisance issues raised in this policy in order to successfully rebut the presumption against grant. This rebuttal can include evidence that the nature of the area has changed as a result of ongoing regeneration in the area. Applicants will still be expected to address the four licensing objectives within their operating schedule.

Southwark Cumulative Impact Areas (CIAs)

9. Since the introduction of the Licensing Act 2003, the Council's Licensing Committee has monitored the impact of licensed premises operation across the local Southwark area. Central to this monitoring lies the annual (Local Authority / Police) Partnership Analysis of Alcohol Related Harm.
10. The Southwark analysis has developed and improved over the years as information sources have been identified and developed. The analysis now incorporates a statistical analysis of:
 - Alcohol related violence;
 - Alcohol related disorder and rowdiness;
 - Alcohol related health harm;
 - The costs of alcohol related harm.
11. This information is supplemented by periodic reports provided the Council's Environmental Protection Team on noise nuisance complaints and other service and received information.
12. With around 1600 licensed premises operating within the Borough, parts of Southwark have now reached saturation point. Where this occurs, the economic benefits of providing alcohol outlets during the day and/or the night time economy begin to be outweighed by increased public nuisance and crime and disorder, loss of amenity and the costs of excessive alcohol consumption.
13. This Authority currently has three cumulative impact policies in place. In each case, the decision to introduce a local policy has been taken, having had regard to the latest analysis and following the process set out in Chapter 6 of this policy. The current CIAs are in:
 - Borough and Bankside;
 - Camberwell;
 - Peckham.
14. The boundaries of each local CIA are detailed below. A copy of the latest partnership analysis of alcohol-related harm and noise nuisance complaints is also available upon written request from the Licensing Service (see Appendix A for contact details). The effects of each policy will continue to be monitored and reported to the Licensing Committee periodically. A policy will be removed when no longer needed.
15. The Authority also has three monitoring areas, where consideration may be given to introducing additional CIAs if the crime data analysis supports their implementation in the future. These monitoring areas are:
 - Elephant and Castle;

- Old Kent Road;
- Walworth and East Street.

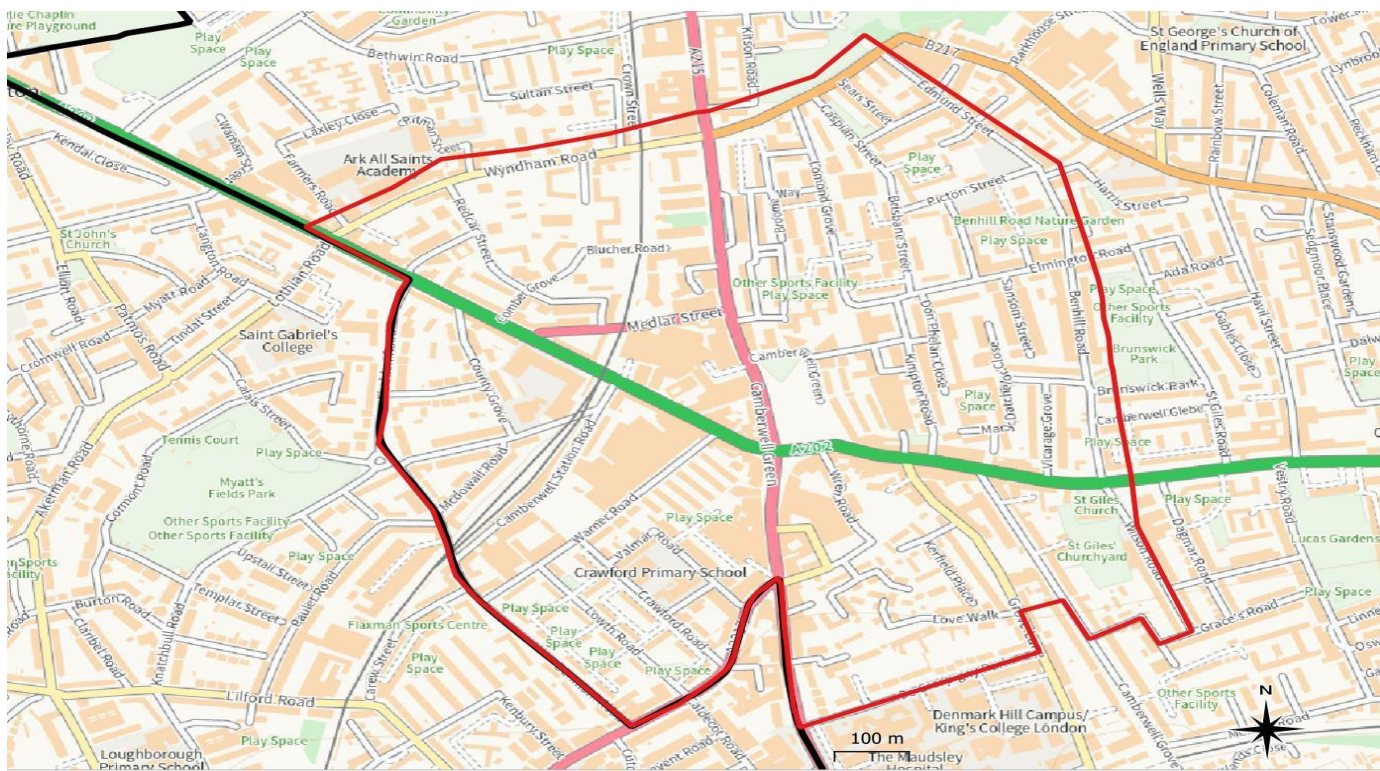
Map of Borough and Bankside CIA



Borough and Bankside CIA

- On 4 November 2009, the Council Assembly agreed that it was appropriate and necessary to introduce a local policy dealing with the cumulative impact of licensed premises in the Borough and Bankside area. The boundary of the area was extended on 6 April 2011.
- The boundary of the area to which the policy applies is defined as follows – Commencing at the Lambeth border on the Thames and moving southward to Waterloo Road then St George's Circus / Borough Road / Borough High Street / Long Lane / Crosby Row / Snowfields / Bermondsey Street directly north to the river frontage and then westward back to the Lambeth border.
- The classes of premises within the area to which the policy shall apply will be nightclubs / public houses and bars/restaurants and cafes / off-licences, supermarkets and grocers.

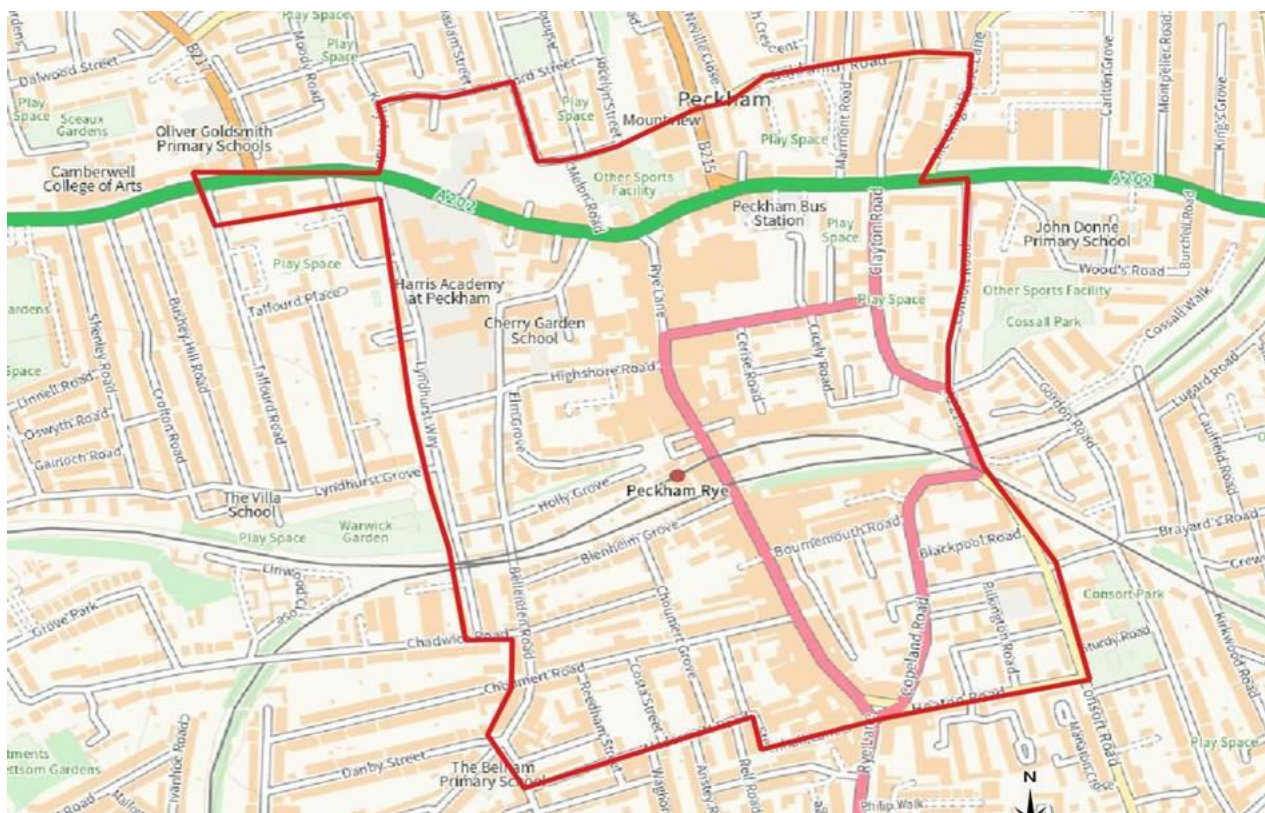
Map of Camberwell CIA



Camberwell CIA

19. On 5 November 2008, Council Assembly agreed that it was appropriate and necessary to introduce a local policy dealing with the cumulative impact of licensed premises in the Camberwell area.
20. The boundary of the area is defined as follows – From Camberwell New Road at the junction with Wyndham Road progressing via Camberwell Road / Bowyer Place / Edmund Street / Benhill Road / Wilson Road / Graces Road / Graces Mews/ Camberwell Grove (via alley) / Grove Lane / De Crespigny Park / Denmark Hill following the Lambeth boundary to Coldharbour Lane / Denmark Road / Flodden Road and Camberwell New Road returning to the start.
21. The classes of premises to which the policy applies are defined as follows: night clubs; pubs and bars; off-licences, grocers, supermarkets, convenience stores and similar premises.

Map of Peckham CIA



22. On 5 November 2008, Council Assembly agreed that it was appropriate and necessary to introduce a local policy dealing with the cumulative impact of licensed premises in the Peckham area. On 4 November 2009 the boundary of the policy area was extended.
23. The boundary of the area is defined as follows: Commencing on Peckham High Street at the junction with Kelly Avenue progressing to Gattonby Street / Sumner Road / Jocelyn Street / cross Peckham Hill Street / Goldsmith Road / Meeting House Lane / Consort Road / Heaton Road / Sternhall Lane / McDermott Road / Maxted Road / Bellenden Road / Chadwick Road / Lyndhurst Way / Peckham Road to junction with Talfourd Road and back to start
24. The classes of premises to which the policy applies is defined as follows: nightclubs; pubs and bars; off-licences, grocers, supermarkets, convenience stores; and similar premises.

Review of CIAs

25. CIAs must be reviewed every three years to see if supporting crime statistics justify their relevance, or if those monitoring areas now justify a CIA introduction. Analysis is done, comparing any changes over long and short-term periods, looking at crime data from the Metropolitan Police and the London Ambulance Service over the last seven years. Anti-

social behaviour calls to the Police, categorised as rowdy behaviour or street drinking, have also been included. This data analysis is available by contacting the Licensing Service. Reviewing these figures for the CIAs and the monitoring areas, the proportions do not change significantly.

26. At this time, all three CIAs are to remain in place and unchanged. The monitoring areas are to remain in place and unchanged. There is a notable level of crime in the Elephant and Castle area, but it is considered at this time, to be as a result of the location being a major transport exchange hub, with those responsible for alcohol- related crime passing through the area, rather than as a result of local alcohol-led premises. As this area is undergoing significant regeneration, with many additional future alcohol-licensed venues planned, this will be reassessed in the future.
27. All Applicants for new premises licences or for variation of existing premises licences, made in respect of classes of premises affected by the policy, located within a special policy area, must address the local concerns raised within their application and operating schedule.
28. The licensing service, acting in its role as Responsible Authority, will review each application in the light of the special policies and will make representations where the application is likely to add to the existing impact
29. Where a presumption against the grant of a licence exists and a relevant representation has been received, this Authority must consider whether it would be justified in departing from its special policy in the individual circumstances of the case. This Authority will need to be satisfied that the grant of the application under consideration will not further impact on the relevant licensing objectives, before any grant or part grant of the application can be approved.

APPENDIX C - OTHER RELATED LEGISLATION AND STRATEGIES

Vulnerability and Vulnerable Persons

1. We expect all licensed premises to have appropriately trained staff who are proactive and vigilant around the safety of vulnerable people in the night time economy. This includes a duty to capture information and report to the police where appropriate.

Women's Safety Charter

2. This Authority is deeply concerned by the ongoing issue of female sexual harassment in bars, nightclubs, and other licensed venues, particularly the normalisation of such behaviour, which often goes unchallenged or unreported.
3. In line with the Women's Night Safety Charter, which aims to address these concerns, this Authority encourages any organisation's that operate at night to take proactive steps in creating a safer environment for women. The Charter, which is part of the Mayor's Tackling Violence Against Women and Girls Strategy, sets out clear actions for venue management to ensure women's safety. The key pledges include:
 - Appoint a champion within your organisation who actively advocates for women's night safety.
 - Showcase your commitment to women's safety at night to staff and customers, such as through a communications campaign.
 - Reassure customers and staff that London is safe, while providing guidance on what to do if they experience harassment while working, socialising, or travelling.
 - Promote reporting by both victims and bystanders as part of your communications campaign.
 - Train staff to ensure that all women who report incidents are taken seriously.
 - Ensure staff are trained to properly record and respond to all reports.
 - Design public spaces and workplaces with the aim of enhancing safety for women at night.
4. Many responsible and forward-thinking venues have already committed to these principles. The Authority strongly encourages all licensed premises to sign up to the Women's Night Safety Charter as a step toward ensuring that their venues remain safe spaces for everyone, free from harassment.
5. This Authority strongly recommends that every licensed operator demonstrates their commitment to ensuring that their premises also provide a safe environment for women by doing the same. We also recommend licence holders put in place measures to reduce

gender-based violence, intimidation and harassment for all staff and customers. This may include 'Ask for Angela', WAVE and specific training for staff. Further details are available at the following links:

- Ask for Angela: <https://askforangela.co.uk/>
- Ask for Clive: <https://askforclive.com/>
- VAGW: <https://www.met.police.uk/police-forces/metropolitan-police/areas/about-us/about-the-met/vawg-action-plan-summary/overview-action-plan/>
- WAVE: <https://www.saferbusiness-training.org.uk/wave>
- Victim Support: <https://www.victimsupport.org.uk/>
- TFL Safer Travel in London: <https://tfl.gov.uk/travel-information/safety/safer-travel-at-night>

6. Further information can be accessed through the Council's website, [Sign up to the Women's Night Safety Charter | Southwark Council](#) or by contacting the Licensing Team.

Safe Havens

7. Safe Havens are a way for you to get support from local businesses or places if you need help.
8. People can go to them if they feel scared or threatened. They are mainly aimed at women and girls to access support if they feel harassed, vulnerable or in need of help, but anyone can use a Safe Haven. It could be a café, library, shop or other local, welcoming place. These spaces offer people a free, confidential, safe place when they need it.
9. They can offer water, electricity, wi-fi or a phone. It can also be a way for people to contact family/friends or be signposted to transport or support services. Safe Havens can also make phone calls to emergency services on people's behalf. More information can be found at [Safer Business Network | SAFE HAVENS](#)
10. Look out for locations with a Safe Haven sticker in their window.



Other relevant legislative requirements

11. The Council has other general statutory requirements relating to crime and disorder, anti-social behaviour, health, nuisance, human rights, disability discrimination and race relations. These are briefly outlined below.

Modern Day Slavery

The Modern Slavery Act 2015 is a UK law focused on combating modern slavery and human trafficking. It consolidates existing offences and introduces new measures to protect victims, punish offenders, and increase transparency in supply chains. [Modern Slavery Act 2015](#)

Terrorism (Protection of Premises) Act 2025 (Martyn's Law)

The Terrorism (Protection of Premises) Act 2025 (the Act) seeks to create a safer environment by ensuring that those responsible for public spaces and events.

'The Act' mandates that those responsible for certain premises and events must be identified before an event, and they must consider and implement measures to mitigate the risk of terrorist attacks and improve their ability to respond to such events.

Whilst 'The Act' received Royal Assent on 3 April 2025 and it is expected that the implementation period will be at least 24 months.

You must bear in mind the background to the legislation. Circumstances may influence an earlier commencement date, and operators must consider that the lead-in time and resource booking for large events (events over 800 persons) is normally around 15 months.

The Anti-Social Behaviour Crime and Policing Act 2014

The Anti-Social Behaviour, Crime and Policing Act 2014 defines 'anti-social behaviour' as "conduct that has caused, or is likely to cause, harassment, alarm or distress to any person"; "conduct capable of causing nuisance or annoyance to a person in relation to that person's occupation of residential premises"; or "conduct capable of causing housing-related nuisance or annoyance to a person".

The Act contains a range of powers intended to support Local Authorities and partner bodies in dealing with anti-social behaviour. These include powers of premises closure in cases of nuisance or disorder, which may support primary legislation.

Clean Neighbourhoods and Environment Act 2005

This provides Local Authorities with additional powers to tackle poor environmental quality and anti-social behaviour. In particular, the Act includes sections on nuisance and abandoned vehicles, litter, graffiti, waste, noise and dogs. The Act gives Local Authorities powers to issue fixed penalty notices to any licensed premises emitting noise that exceeds the permitted level between the hours of 23:00 and 07:00.

Crime and Disorder Act 1998

Section 17 of the Crime and Disorder Act 1998 is aimed at giving the vital work of crime and disorder reduction a focus across the wide range of local services and putting it at the heart of local decision-making. It places a duty on key Authorities, including Local Authorities and the Police and Fire and Rescue Authorities, to do all they reasonably can to prevent crime and disorder in their area.

All Local Authorities must fulfil their obligation under section 17 of the Act when carrying out their functions as Licensing Authorities under the 2003 Act. The Council as Licensing Authority must consider how the exercise of its functions impacts upon and contributes toward the prevention of crime and disorder within its area.

This statement of licensing principles is intended to support the work of the local Crime and Disorder Reduction Partnership, the Safer Southwark Partnership through measures under both the Crime and Disorder Reduction Strategy, the Violent Crime Reduction Strategy and the Alcohol Strategy.

The Environmental Protection Act 1990

The Act provides the fundamental structure and authority for waste management and control of emissions into the environment. The management of statutory nuisance is set out in Part III of the Act. The Act places a duty on a Local Authority to investigate complaints of statutory nuisance from people living within its area.

Equality Act 2010

The Equality Act 2010 legally protects people from discrimination in the workplace and in wider society. It replaced previous anti-discrimination laws with a single Act, making the law easier to understand and strengthening protection in some situations.

The Act also imposes a public sector equality duty. This means that public bodies, including this Licensing Authority, must consider all individuals when carrying out their day-to-day work, in shaping policy, in delivering services, and in relation to their own employees.

It also requires that public bodies:

- Have due regard to the need to eliminate discrimination
- Advance equality of opportunity
- Foster good relations between different people when carrying out their activities

This Authority recognises Southwark's diversity as one of its strengths and is committed to creating a more inclusive community. Our aim is to ensure that nothing within this Statement of Licensing Policy discriminates against any group within the community and will pursue any opportunity to promote equality of opportunity and good community relations. To this end, the Authority will undertake equalities impact assessments of the policy at regular intervals to identify

the effects the policy may have had for different groups and take appropriate action to prevent direct and indirect discrimination which may have been the result of the policy statement.

We also recognise that other service providers providing licensable activities including shops, hotels, pubs, theatres and more hold similar responsibilities. Service providers have an obligation to make reasonable adjustments to premises or to the way they provide a service.

While access for people with disabilities is not one of the four licensing objectives, this Council expects that responsible licensees will comply with the requirements of the Equality Act 2010. The Southwark Disablement Association can provide advice to any Licensee on reasonable adjustments – contact details are provided in Appendix A.

Alternatively, see the government's planning and access for disabled people good practice guide

<https://assets.publishing.service.gov.uk/media/5a78adbce5274a2acd188f2b/156681.pdf>

Public Sector Equality Duty

- (1) A Public Authority must, in the exercise of its functions, have due regard to the need to—
 - a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
 - b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- (2) A person who is not a Public Authority but who exercises public functions must, in the exercise of those functions, have due regard to the matters mentioned in subsection (1).
- (3) Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to—

- a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
 - b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
 - c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- (4) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.
- (5) Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to—
- a) tackle prejudice, and
 - b) promote understanding.
- (6) Compliance with the duties in this section may involve treating some persons more favourably than others, but that is not to be taken as permitting conduct that would otherwise be prohibited by or under this Act.
- (7) The relevant protected characteristics are—
- age;
 - disability;
 - gender reassignment;
 - pregnancy and maternity;
 - race;
 - religion or belief;
 - sex;
 - sexual orientation.
 - sex;
 - sexual orientation.

The Gambling Act 2005

An Act designed to control all forms of gaming and betting. Under this legislation, local Licensing Authorities are made responsible for licensing gambling venues and are provided with a range of enforcement powers.

Local Government (Miscellaneous Provisions) Act 1982 (the 1982 Act) and as amended,

Schedule 3 of the Act sets the standards that must be met to ensure the health and safety of all employees and others who may be affected by any work activity.

The legislation was amended to provide legislative control on a sexual entertainment venue. A premises where movement and dance are provided by performers, some of whom are nude. This must be before a live audience for the financial gain of the organiser or entertainer, unless an exemption applies. A Premises Licence under the 2003 Act will still be required.

The Health Act 2006

The Health Act 2006 introduced the ban on smoking in all enclosed workplaces and public spaces, including smoking in pubs, restaurants and members' clubs where bar or other staff are employed. The law is enforced by Local Authorities.

The Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999

The Health and Safety at Work Regulations 1999 states that:

“(1) The Health and Safety at Work Regulations 1999 state that:

“(1) every employer shall make a suitable and sufficient assessment of

- a) The risks to the health and safety of his employees to which they are exposed whilst they are at work; and
- b) The risks to the health and safety of persons not in his employment arising out of or in connection with the conduct by him of his undertaking, for the purpose of identifying the measures he needs to take to comply with the requirements and prohibitions imposed upon him by or under the relevant statutory provisions.

(2) Every self-employed person shall make a suitable and sufficient assessment of -

- a) The risks to his own health and safety to which he is exposed whilst he is at work; and
- b) The risks to the health and safety of persons not in his employment arising out of or in connection with the conduct by him of his undertaking,”

The Health and Safety Executive helpfully provides a range of example risk assessments which may be viewed at [HSE: Information about health and safety at work](https://www.hse.gov.uk/managementofhswr/) The examples provided include for nightclubs, pubs, village halls, Off-licences and convenience stores.

The Human Rights Act 1998

The Human Rights Act 1998 incorporates the European Convention on Human Rights, making it unlawful for a Local Authority to act in any way that is incompatible with a convention right. The

Council will have particular regard to the relevant provisions of the European Convention of Human Rights –

- Article 1 of the first protocol that every person is entitled to the peaceful enjoyment of his possessions, including for example the possession of a licence;
- Article 6 that in determination of civil rights and obligations everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law;
- Article 8 that everyone has the right to respect for his home and private life.

Regulatory Reform (Fire Safety) Order 2005

The Regulatory Fire Safety (Reform) Order 2005 covers general fire safety in England and Wales. In the majority of premises, local Fire and Rescue Authorities enforce this fire safety legislation. Under the Regulatory Reform (Fire Safety) Order 2005 the “responsible person” as defined by the order, must:

- Take such general fire precautions as will ensure, so far as is reasonably practicable, the safety of his or her employees;
- Take such general fire precautions as may be reasonably required in the circumstances of the case to ensure that the premises are safe for the use by other persons;
- Make a suitable and sufficient assessment of fire risks to which relevant persons may be exposed for the purposes of identifying the general fire precautions he or she needs to take;
- The responsible person MUST record the information gathered by the risk assessment for all premises covered by the Licensing Act 2003, in particular, the significant findings; the measures taken, or to be taken, to ensure general fire safety; and any person identified as being especially at risk.

This Authority recognises that it may not impose any condition relating to any requirement or prohibition that is or could be imposed under the “Fire Safety Order” and thereby that conditions relating purely to fire safety matters may not be placed on premises licences. Further information and guidance about the Order and fire safety legislation is available from the Communities and Local Government website at www.communities.gov.uk/fire.

Children Act 2004

Section 11 of the Children Act places a duty on a range of organisation's, agencies and individuals to ensure their functions, and any services that they contract out to others, are discharged having regard to the need to safeguard and promote the welfare of children. This specifically includes local Licensing Authorities. [Children Act 2004](#)

Other strategies and policies

This Authority will look to secure the proper integration of this policy with other Council and government policies, strategies, responsibilities, and guidance documents issued. In this context this policy is informed by the following strategies and policies.

Southwark Enforcement Policy

All enforcement actions taken by the licensing service are governed by the Council's enforcement policy, which has been drafted with reference to the Principles of Good Regulation as stated in the Legislative and Regulatory Reform Act 2006 and the Regulators Code, as published by the Better Regulation Delivery Office.

Southwark Violence Duty Strategy

This strategy is a legal requirement for local authorities, police, and other public agencies to work together to prevent and reduce serious violence in the borough, which sets out the underlying causes and impacts of violent behaviour and makes recommendations as to how the Council and its partner Authorities can make the best use of our resources at a time when those resources will significantly reduce.

Guidance Documents

This policy is also mindful of the direction provided under the following guidance documents:

- The Home Office Safer Clubbing Guide was issued to ensure the health and safety of anyone who attends dance events, with a particular emphasis on those who also take controlled drugs.
- The Better Regulation Delivery Office's Code of Practice on Age Restricted Products, which deals with the involvement of children in the enforcement of legislation concerning the sale of age-restricted goods.
- The objectives of the Private Security Industry Authority (SIA) will be taken into account in all issues relating to the provision of door supervision at licensed operations.

- The Office for Health Improvement and Disparities (OHID), which is responsible for guidance on alcohol commissioning.
- Section 182 Guidance issued by the Secretary of State.
- National Licensing Policy Framework (NLPF) - The Licensing Authority has had regard to the NLPF when preparing this Statement of Licensing Policy. While the NLPF is non-statutory, its objectives and guidance inform the Authority's approach to licensing decisions and policy development. The Authority is committed to:
 - Implement a consistent and transparent approach to licensing decisions, tailoring conditions to each establishment based on factual evidence rather than assumptions.
 - Foster economic development, revitalisation, and community engagement while adhering to the four key licensing objectives: preventing crime and disorder, ensuring public safety, minimising public nuisance, and protecting children from harm.
 - Promote innovation and adaptability, including the effective use of Temporary Event Notices (TENs) to support temporary events as suggested by the framework.
 - Base decisions on risk assessment and evidence, steering clear of unnecessary restrictions that may impede investment or cultural growth.
 - Align licensing with local planning and regeneration initiatives to enhance a dynamic and secure hospitality and leisure sector.

Where any inconsistency arises between this framework and the 2003 Act or section 182 Guidance, the latter prevails. Decisions must be necessary and proportionate, non-discriminatory and consistent with the Regulators' Code.

This policy will also be checked for consistency with all current legislation, strategy, policy and guidance on a regular basis.

Meeting name:	Council Assembly
Date:	18 March 2026
Report title:	Pay Policy Statement 2026/27
Ward(s) or groups affected:	All
Classification:	Open
From:	Constitutional Steering Panel

RECOMMENDATIONS

That Council Assembly:

1. Agrees the annual pay policy statement for 2026/27 at Appendix 1

BACKGROUND INFORMATION

2. Under the Localism Act 2011, the council is required to prepare and publish an annual pay policy statement. The purpose of this statement is to promote transparency about the council's approach to paying its most senior officers, including how this compares to the pay of other council employees.
3. The pay policy statement must be approved by Council Assembly and published on the council's website. While the pay policy statement does not form part of the council's constitution, it is established practice for the statement to be reviewed by the Constitutional Steering Panel before it is presented to Council Assembly.
4. This year's pay policy statement was reviewed by the Constitutional Steering Panel on 2 March 2026.

KEY ISSUES FOR CONSIDERATION

5. The pay policy statement for 2026/27 is attached at Appendix 1. In substance, it is unchanged from last year's pay policy statement.
6. The pay scales included in the statement reflect the outcome of national pay negotiations for 2025/26. National negotiations for 2026/27 have not yet concluded.

Policy framework implications

7. The pay policy statement is a means of explaining the council's policies about pay with a specific focus on the pay of senior officers. As such, the adoption

and publication of the pay policy statement does not, in itself, represent the introduction of a new policy or the amendment of an existing policy. All amendments to the council's pay policies are made in line with the requirements of the council's constitution, schemes of management, and HR policies.

Community, equalities (including socio-economic) and health impacts

Community impact statement

8. The proposals in this report do not have a direct community impact.
9. Once the pay policy statement has been approved by Council Assembly, it will be published on the open data page of the council's website.

Equalities (including socio-economic) impact statement

10. Under section 149 of the Equality Act 2010, the council has a duty when exercising its functions to have due regard to:
 - the need to eliminate discrimination, harassment, victimisation and any other unlawful conduct prohibited by the Act
 - the need to advance equality of opportunity between people who share and people who do not share a relevant protected characteristic
 - the need to foster good relations between people who share and people who do not share a relevant protected characteristic
11. The protected characteristics are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity status, race, religion or belief, sex and sexual orientation.
12. The proposals in this report are not anticipated to adversely impact on any of the duties set out in the Act.

Health impact statement

13. The proposals in this report do not have a direct health impact.

Climate change implications

14. The proposals in this report do not have any direct climate change implications.

Resource implications

15. The proposals in this report do not have any direct resource implications.

Legal implications

16. Under the Localism Act 2011, the council is required to prepare and publish an annual pay policy statement, which must be approved by a resolution of Council Assembly.
17. The pay policy statement must describe the council's policies across a range of issues related to the remuneration of the workforce including: the pay of senior managers, the pay of the lowest-paid employees, and the relationship between the two. Once approved, the statement must be published on the council's website.
18. The council may amend its pay policy statement at any time, but any amendment must be approved by a resolution of Council Assembly.
19. The adoption and publication of the pay policy statement for 2026-27 will ensure the council meets its obligations under the Act.

Financial implications

20. The proposals in this report do not have any direct financial implications. The council's budget setting process includes provision for the outcome of national pay negotiations.

Consultation

21. There is no requirement to consult on the council's pay policy statement.
22. Changes to the council's HR policies, including those that relate to pay, are subject to consultation with trade unions.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Assistant Chief Executive, Governance and Assurance

23. Section 38 of the Localism Act 2011 (the Act) requires any relevant authority (including all local authorities) to publish a pay policy statement every year. The pay policy statement must be approved by a resolution of the authority, and under the council's constitution, this is a matter reserved to Council Assembly.
24. The pay policy statement must set out an authority's policies across a range of issues related to the remuneration of the workforce including: the remuneration of senior managers; the remuneration of the lowest-paid employees; and the relationship between the remuneration of senior managers and that of other employees.
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. Once approved, the statement must be published on the council's website and by

any other means the council thinks fit. An authority may amend its pay policy statement, but any amendment must also be made by the resolution of Council Assembly.

26. The adoption and publication of the pay policy statement attached at Appendix A will enable the council to discharge its obligations under sections 38 to 43 of the Act.

Strategic Director, Resources

27. This report confirms that there are no direct resource or financial implications arising from the pay policy statement.

BACKGROUND DOCUMENTS

Background Document	Held by and Contact
Southwark Council constitution	Constitutional Services constitutional.team@southwark.gov.uk

APPENDICES

No.	Title
1.	Pay Policy Statement 2026/27

AUDIT TRAIL

Lead Officer	Ben Plant, Director of People and Organisational Development		
Report Author	Ben Plant, Director of People and Organisational Development		
Version	Final		
Dated	3 March 2026		
Key Decision?	No		
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER			
Officer Title		Comments Sought	Comments Included
Assistant Chief Executive – Governance and Assurance		Yes	Yes
Strategic Director of Resources		Yes	Yes
Cabinet Member		Yes	Yes
Date final report sent to Constitutional Team			3 March 2026

LONDON BOROUGH OF SOUTHWARK PAY POLICY STATEMENT 2026/27

Part 1. Introduction

In accordance with the requirements of the Localism Act 2011, the council prepares and publishes an annual pay policy statement. The purpose of this statement is to promote transparency about the council's approach to paying its most senior officers, including how this compares to the pay of other employees.

The government has published the following guidance to assist councils in preparing their annual pay policy statement:

- Openness and accountability in local pay (2012)
- Openness and accountability in local pay: supplementary guidance (2013)

The council has taken this guidance into account.

For the purpose of preparing this pay policy statement, the council's most senior officers have been defined as its chief officers and deputy chief officers, in line with the guidance published by government.

The council's chief officer posts are as follows:

- Chief Executive
- Strategic Director of Children and Adult Services
- Strategic Director of Environment, Sustainability and Leisure
- Strategic Director of Resources (the council's chief finance officer)
- Strategic Director of Housing
- Strategic Director of Integrated Care and Health
- Assistant Chief Executive – Governance and Assurance (the council's monitoring officer)
- Assistant Chief Executive – Strategy and Communities
- Director of Children and Families
- Director of Public Health

Deputy chief officer posts are those posts that report into a chief officer. They are a mixture of director, assistant director, and head of service posts. Officers who report to a chief officer and provide administrative support are excluded from the definition of a deputy chief officer.

It is a requirement of the Localism Act 2011 that this pay policy statement is approved by Council Assembly every year and published on the council's website.

This pay policy statement does not apply to council employees working in local authority maintained schools.

Part 2. Appointment and pay of senior officers

Appointment of chief officers

Council Assembly is responsible for approving the appointment of the chief executive.

The Appointments Committee, which consists of seven councillors, appointed on a cross-party basis, is responsible for:

- recommending the appointment of the chief executive to Council Assembly
- making appointments to all other chief officer posts, including the council's monitoring officer and chief finance officer

Chief officers, including the chief executive, may only be appointed where no well-founded and material objection has been made by any member of the cabinet.

Appointment of deputy chief officers

The relevant chief officer is responsible for making appointments to all deputy chief officer posts in their department.

Deputy chief officers may only be appointed where no well-founded and material objection has been made by any member of the cabinet.

Pay of chief officers and deputy chief officers

All of the council's chief officers and deputy chief officers are assigned to one of the following grades in the council's pay structure:

Grade 14		Grade 15		Grade 16		Grade 17	
Pt.	Salary	Pt.	Salary	Pt.	Salary	Pt.	Salary
2	£59,526	7	£69,537	12a	£86,652	17	£101,688
3	£61,398	8	£71,760	13a	£89,442	18	£105,024
4	£63,330	9	£74,040	14a	£92,358	19	£108,462
5	£65,325	10	£76,416	15	£95,352	20	£112,023
6	£67,401	11	£78,876	16	£98,481	21	£115,725
7	£69,537	12	£81,417	17	£101,688	22	£119,553
8	£71,760	13	£84,030	18	£105,024	23	£123,495
9	£74,040	14	£86,766	19	£108,462	24	£127,605

Grade 18		Grade 19		Grade 20		Grade 21	
Pt.	Salary	Pt.	Salary	Pt.	Salary	Pt.	Salary
22	£119,553	28	£145,449	31	£165,612	38	£208,920
23	£123,495	29	£150,333	32	£171,192	39	£215,634
24	£127,605	30	£157,455	33	£176,943	40	£222,573
25	£131,844	31	£165,612	34	£182,907	41	£229,743
26	£136,244	32	£171,192	35	£189,066	42	£237,141
27	£140,763	33	£176,943	36	£195,447		
28	£145,449			37	£202,065		
29	£150,333			38	£208,920		

The council uses the Korn Ferry Hay job evaluation method to determine the specific grade that applies to each chief officer and deputy chief officer post. This method is based on three key factors:

- the skill, knowledge and experience required to meet the demands of the job
- the complexity of thought required to analyse problems and draw conclusions
- the extent to which the job is responsible for the achievement of results, including the degree to which the postholder can directly or indirectly influence the conduct of the organisation

In accordance with the requirements of the Accounts and Audit (England) Regulations 2011 and the Accounts and Audit Regulations 2015, the council publishes information about the pay of senior officers as part of its annual accounts. This includes the name, job title and pay of employees who are paid £150,000 or more. This information can be found on the open data pages of the council's website.

Pay upon appointment

New chief officers and deputy chief officers are typically appointed at the bottom of the pay scale for their post. However, in some circumstances, it may be necessary to make an appointment further up the pay scale – for example, to match a candidate's existing salary or to secure a specific candidate with particular experience and competence.

The Appointments Committee is responsible for agreeing the starting salary of the chief executive. The starting salary for all other chief officers and deputy chief officers is agreed by the relevant line manager in consultation with the council's Human Resources (HR) department. The line manager must ensure that pay upon appointment is consistent with the grades and salary ranges set out in this pay policy statement unless a market supplement applies to the post (see "additional payments and allowances" below).

Annual pay award

In common with all council employees, chief officers and deputy chief officers receive an annual pay award, which is negotiated nationally. The pay award for the chief

executive is determined by the Joint National Committee for Chief Executives of Local Authorities. The pay award for all other chief officers and deputy chief officers is determined by the Joint National Committee for Chief Officers.

The salary ranges presented in this pay policy statement reflect the outcome of the national negotiations for 2025/26, which resulted in a pay award of 3.2% for all chief officers and deputy chief officers. The pay award for 2026/27 remains subject to negotiation and will be implemented once the relevant joint committees have reached an agreement.

Incremental progression

In common with all council employees, chief officers and deputy chief officers are able to move up the pay scale for their post, a process referred to as incremental progression.

Arrangements for making decisions about incremental progression are set out in the performance management policy maintained by the council's HR department. In summary, chief officers and deputy chief officers may be awarded one increment per annum – ie. move up one point on the pay scale for their post – if this is justified by their performance during the previous year.

Any employee who is not awarded an increment has the right to appeal this decision.

Additional payments and allowances

Chief officers and deputy chief officers are not eligible for overtime, standby allowances, shift allowances, or any other allowances for working irregular hours.

In common with all council employees, chief officers and deputy chief officers may be paid any of the following:

Payment type	Paid when:
Honoraria	An employee is: - temporarily covering some, but not all, of the duties of a higher graded post - undertaking exceptionally onerous duties outside the normal expectations of their post
Acting up allowance	An employee is temporarily covering all the duties of a higher graded post
Market supplement	There is evidence that the pay scale for a post is uncompetitive and this is adversely impacting on the council's ability to attract and retain employees

Arrangements for calculating and making decisions about these payments are set out in the relevant policies and procedures maintained by the council's HR department. Any such payments must be authorised in advance and made on the basis of a robust business case.

Bonuses

Bonuses are not paid to chief officers, deputy chief officers, or any other employee.

Pay protection

The council does not offer pay protection to chief officers, deputy chief officers or any other employee. If a chief officer or deputy chief officer is deployed to a lower graded post, they are assigned to a point on the pay scale for that post with immediate effect.

Taxation

The council aims to directly employ all chief officers and deputy chief officers. Where this is the case, officers are paid using the council's payroll system with tax and national insurance contributions deducted at source.

From time to time, it may be necessary or desirable to fill a chief officer or deputy chief officer post using an agency worker or a consultant – for example, when a post has been established, or needs to be covered, for a fixed period. In these circumstances, the council is responsible for assessing whether “off-payroll working rules” apply. These rules are designed to ensure that agency workers or consultants are classified as “employed for tax purposes” if they are working like an employee.

In deciding whether the “off-payroll working rules” apply, the council follows all guidance and advice published by HM Revenue and Customs.

Pension arrangements

In line with the requirements of the Pensions Act 2008, and in common with all council employees, chief officers and deputy chief officers are auto-enrolled into the Local Government Pension Scheme (LGPS) so long as they:

- are aged between 22 and the State Pension age
- have a contract for at least three months

The LGPS is a public service pension scheme, and its rules are made with the approval of Parliament. Employees' contribution to the scheme varies on the basis of their salary; similarly, the council's contribution varies to ensure the benefits of the scheme are properly funded.

In common with all council employees, chief officers and deputy chief officers may pay additional voluntary contributions (AVCs) to increase their pension benefits. Conversely, all employees may elect to join the 50/50 section of the LGPS, which offers half the normal benefits in return for half the normal contribution.

All employees, including chief officers and deputy chief officers, can choose to opt out of the LGPS if they wish.

Under the LGPS Regulations 2013 and the LGPS (Transitional Provisions, Savings and Amendment) Regulations 2014, the council is required to maintain a policy

describing how it applies certain discretionary powers associated with its operation of the LGPS. The council's policy, "Statement of Employing Authority Discretions Policy", is published on the council's website. This policy is subject to periodic review.

Fees for election duties

In common with all council employees, chief officers and deputy chief officers may be engaged to undertake election duties of various types. The fees paid to council employees for this work will vary depending on:

- the nature of the work they undertake
- the type of election
- the scale of fees approved for the election

Fees are paid by the body responsible for the conduct of the election, which may be the UK Government, the Greater London Authority (GLA) or the council, depending on the type of election.

Leaving the council

The following arrangements are applicable to all employees, including chief officers and deputy chief officers.

Redundancy

The council is committed to working with employees and trade unions to avoid redundancies wherever possible. However, if an employee leaves the council as a result of being made redundant, it is the council's policy to make a redundancy payment calculated through reference to the employee's age and years of completed service. This payment can range from one week's pay up to a maximum of thirty weeks' pay.

Arrangements for consulting and deciding on redundancies are set out in the reorganisation, redeployment and redundancy policy maintained by the council's HR department.

Flexible retirement

Employees may apply for flexible retirement once they are aged 55 or over. Flexible retirement allows an individual to begin receiving their pension while remaining an employee by working reduced hours or moving to a lower graded post. All requests for flexible retirement are considered in line with the relevant policies and procedures maintained by the council's HR department.

Early retirement: ill health and efficiency

Employees may be considered for early retirement, either on the grounds of ill health or in the interests of efficiency. Applications for ill health retirement must be supported by an independent occupational health assessment. All requests for early retirement

are considered in line with the relevant policies and procedures maintained by the council's HR department.

Special severance payments

On occasion, it may be appropriate to make a special severance payment to an employee who is leaving the council. Reasons for making such a payment include settling potential or actual claims that may otherwise result in legal proceedings. The council operates under a best value duty and will only make a special severance payment when there is a clear, evidenced justification for doing so. Any such payments are considered and authorised in line with the relevant policies and procedures maintained by the council's HR department.

Re-employment

Any employee, including chief officers and deputy chief officers, who leaves the council as a result of redundancy, or in the interests of efficiency, or following receipt of a special severance payment, will not be permitted to work for the council in any capacity for at least one year, unless exceptional circumstances apply and approval is obtained from the council's monitoring officer and chief finance officer.

There is no such restriction on employees who are made redundant by another local authority. However, should the council employ an individual in receipt of a redundancy payment from another local authority, officers in the council's HR department will refer to the provisions of the Redundancy Payments (Continuity of Employment in Local Government etc.) (Modification) Order 1999 (as amended) to determine if the recovery of a redundancy payment should be made.

Part 3. Relationship between senior officers' pay and pay of other employees

Lowest-paid employees

For the purpose of preparing this pay policy statement, the council's lowest-paid employees have been defined as employees on the lowest pay point used by the council, which is grade 1, point 2. Employees on this pay point who work full-time receive an annual salary of £29,808.

A small number of employees are paid less than this amount because they transferred into the council on the terms and conditions of their previous employer, and this included a rate of pay below the lowest point on the council's pay scale. In these circumstances, it is the council's policy to offer employees the opportunity to transfer on to the council's terms and conditions. However, there is no requirement for employees to agree they will do so.

London Living Wage

The council is an accredited Living Wage Employer and committed to paying all its employees at least the London Living Wage. Currently, the lowest pay point on the council's pay scale exceeds the London Living Wage.

Employees on the terms and conditions of their previous employer are always paid at least the London Living Wage, irrespective of the pay they received before they transferred into the council.

A new London Living Wage is announced every year, usually in November. Accredited employers are expected to implement the new rate by 1 May the following year. It is the council's policy to implement each new rate with immediate effect.

Average pay of council employees

For the purpose of preparing this pay policy statement, the average pay of council employees has been defined as the median salary. This is determined by arranging every employee's salary from the lowest to the highest and selecting the salary in the middle. The council's average, or median, salary is £46,854.

Pay ratios

The council publishes two pay ratios every year:

- the ratio between the pay of the chief executive and the council's lowest-paid employees
- the ratio between the pay of the chief executive and the average pay of council employees

This information is set out in the following tables:

	2024/25	2025/26
Chief executive's pay	£229,785	£237,141
Lowest-paid employees' pay	£28,881	£29,808
Ratio	8.0	8.0

	2024/25	2025/26
Chief executive's pay	£229,785	£237,141
Average pay of council employees	£43,542	£46,854
Ratio	5.3	5.1

Part 4. Other information

In addition to this pay policy statement, the council publishes the following related information on the open data pages of its website:

- the council's senior management structure
- the council's pay scale
- the number of employees who are trade union representatives, and an estimate of the time and cost associated with trade union activities

Meeting Name:	Council Assembly
Date:	18 March 2026
Report title:	Member Allowances Scheme 2026-2027
Ward(s) or groups affected:	All
Classification:	Open
Reason for lateness (if applicable):	Not Applicable
From:	Constitutional Steering Panel

RECOMMENDATIONS

1. That council assembly approve, with effect from 1 April 2026, the member allowances scheme for 2026-2027 as detailed in paragraphs 18 to 23 and Appendix 2 of this report, having had regard to the advice of the London Councils Independent Remuneration Panel Report 2023, published January 2024 (see Appendix 1).
2. That council assembly note that the adjustment of member allowances in line with the national local government officer pay settlement and allowances for 2026-2027 has not yet been agreed.
3. That council assembly note that the member allowances scheme provides that allowances are to be adjusted in line with the local government officer pay settlement, unless a different approach is agreed by council assembly.

BACKGROUND INFORMATION

Legal background

4. 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.
5. 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 section 19 of the Regulations, when making or amending a scheme, the council is required to have regard to the recommendations of an Independent Remuneration Panel (IRP).
6. 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.

7. 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

8. Southwark's member allowances scheme (see Appendix 2) is comprehensive and includes basic allowances, special responsibility allowances (for posts which carry specific responsibilities) and other allowances and expenses that may be claimed.
9. The proposed member allowances scheme for 2025-2026 is based on the current scheme, which was adopted by council assembly on 19 March 2025 for 2025-2026. 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 2023 report. The IRP usually produces a report every 3 to 4 years. The attached Appendix 1 was produced in 2023.
10. The proposed scheme for 2026-2027 maintains the following allowance arrangements previously agreed:
 - On 13 July 2022, council assembly agreed a revision to the scheme regarding setting out members' entitlement to maternity, adoption and shared parental leave and relevant allowances.
 - On 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.
11. The constitutional steering panel and council assembly are 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.
12. 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.
13. 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 2023

14. The Local Authorities (Members' Allowances) (England) Regulations 2003 ('the Regulations') authorise the establishment by the Association of London Government (now London Councils) of an independent remuneration panel to make recommendations in respect of the members' allowances payable by London boroughs. Such a panel ('the panel') was established and reported in 2001, 2003, 2006, 2010, 2014, 2018 and 2022. The regulations require a review of the scheme every four years as a minimum. The 2023 report is the current review. A full copy of the report is set out in Appendix 1.

Basic and special responsibility allowances

15. The principle of pegging the basic allowance and special responsibility allowances (SRA) 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.
16. The member allowances scheme, paragraph 38, provides that 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
17. The 2025-26 local government officer pay settlement agreed for all staff groups was 3.2% across the board. The officer settlement of 3.2% was applied to members' basic and special responsibility allowances for 2025-2026 in October 2025.

PROPOSED CHANGES TO CURRENT SCHEME

Local government pay settlement 2026-27

18. This 2026-2027 member allowances scheme has been drafted, subject to any uplifts that may be made to the 2026-27 local government pay settlement. The 2026-27 local government pay settlement has not yet been agreed.
19. Increased basic and SRA allowances for 2026-27, if any, will be back dated to 1 April 2026.

Basic allowance

20. A basic allowance is paid to all councillors in recognition of their commitment to attend formal meetings of the Council as well as meetings with officers and

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

constituents. The basic allowance is intended to cover any incidental costs which may arise.

21. The current member allowances scheme would be carried over to 2026-2027 with no changes made to the current scheme (Appendix 2). In effect, each councillor will be entitled to claim a basic allowance of £15,059 per annum.

Special responsibility allowance

22. A special responsibility allowance (SRA) is payable in addition to the basic allowance to those councillors that are given significant additional Council duties.
23. The current member allowances scheme would be carried over to 2026-2027 with no changes made to the current scheme (Appendix 2). In effect, the member allowances payments for 2026-2027 are as follows:

Basic allowance	
All councillors	£15,059

Licensing sub-committee	
Per meeting	£158.64

Independent persons and co-optees (i.e. statutory co-optees to the education committee)	
Annual allowance (paid monthly)	£1,439

Band 1a	SRA
Vice-chair overview & scrutiny committee	£3,453
Vice-chair planning committees (major applications)	£3,453
Deputy leader majority opposition	£3,453
Leader minority opposition	£3,453
Opposition whip	£3,453
Band 1b	
Neighbourhoods champion	£6,933
Deputy Mayor	£6,933
Chair audit and governance committee	£6,933
Band 1c	
Scrutiny commission chair	£10,411
Chair planning committee (smaller applications)	£10,411
Deputy cabinet member	£10,411
Band 2a	
Chief whip	£18,003
Leader majority opposition	£18,003
Band 2b	
Mayor	£25,644
Chair overview & scrutiny committee	£25,644

Chair planning committees (major applications)	£25,644
Chair licensing committee	£25,644
Band 3	
Cabinet member	£41,861
Deputy leader	£41,861
Band 4	
Leader	£62,365

Policy framework implications

24. This report is not considered to have direct policy implications.

Community, equalities (including socio-economic) and health impacts

25. SRAs are paid to compensate members for their special responsibilities in addition to their role as ward councillors (for which a separate basic allowance is payable). SRAs are not deemed as salary, as members are not employees of the council. This report is not considered to have direct community, equalities (including socio-economic) and health impacts.

Climate change implications

26. There are no immediate climate change implications arising from this report.

Legal implications

27. 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 1).
28. 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. The monitoring officer has granted a dispensation.

Financial implications

29. The member expenditure budget makes provision for the basic allowance and special responsibility allowances. Additional costs arising from the local government pay settlement will be met from existing base budget and will not result in budget pressure for the council.

Consultation

30. Consultation has been undertaken with the group whips and the report was agreed by constitutional steering panel.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Member Allowances Scheme, Southwark Constitution: Members Allowances Scheme Mar 2024.pdf	Constitutional Team 160 Tooley Street, London SE1 2QH	Constitutional Team constitutional.team@southwark.gov.uk 020 7525 7055

APPENDICES

Appendix	Title
Appendix 1	London Council Remuneration Panel Report 2023
Appendix 2	Southwark's Member Allowances Scheme

AUDIT TRAIL

Lead Officer	Doreen Forrester-Brown, Assistant Chief Executive, Governance and Assurance		
Report Author	Chidilim Agada, Head of Constitutional Services		
Version	Final		
Dated	3 March 2026		
Key Decision?	Yes		
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER			
Officer Title	Comments Sought	Comments Included	
Assistant Chief Executive, Governance and Assurance	Yes	Yes	
Strategic Director, Resources	Yes	Yes	
Cabinet Member	Yes	Yes	
Date final report sent to Constitutional Team		3 March 2026	

The Remuneration of Councillors in London 2023

Report of the Independent Panel



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Remuneration of councillors in London 2023

1. Introduction

- 1.1 The Independent Panel on Members' Remuneration last published a report on member allowances in early 2022. In that report the Panel did not recommend substantial changes to Member allowances, it noted that the challenges facing councils and councillors appeared to be increasing and becoming more complex. Therefore, the Panel also recommended that it undertake a more detailed review in 2023.
- 1.2 For the 2023 review, the Panel has undertaken a detailed review of member allowances with the aim of providing up to date advice on appropriate levels of reward for the work of elected members in London over the next four years. The intention was to seek a wider consultation than previously, using qualitative and quantitative research to underpin its findings and recommendations. The Panel canvassed members and officers in all London boroughs through surveys, focus groups and interviews, in order to consider whether and how the role of councillors has changed in recent years and what the main issues that may have an effect on the recruitment and retention of councillors are currently. It also carried out a considerable benchmarking exercise of allowances paid in other parts of England as well as in Scotland, Wales and Northern Ireland, and undertook an in-depth review of the methodology used by Independent Remuneration Panels across the UK.
- 1.3 The research showed that basic allowances per annum in London are significantly lower than those paid in Scotland, Wales and Northern Ireland. The assessment of members' allowances in the home nations is carried out by independent bodies whereas in England, the level of allowances is determined by the local authority members themselves. It has also become clear that allowances in many boroughs are considerably lower than remuneration received by workers in London with comparative levels of responsibilities and skills. This comparative contrast in remuneration is juxtaposed against increased workloads, time pressures, accountability, and financial pressures that councillors are presently having to manage. The Panel takes the view that it is important that there is a system of support in place that recognises the vital role that elected representatives play in local government and the full scale of their responsibilities. This support includes appropriate remuneration levels.

2.0 Background

- 2.1 Local authorities are required by the Local Authorities (Members' Allowances) (England) Regulations 2003¹ to establish and maintain an independent remuneration panel to make recommendations on the level of the basic and special responsibility allowances. In London the regulations authorise the establishment of an independent panel (the Panel) by the Association of London Government (now London Councils)

¹ [The Local Authorities \(Members' Allowances\) \(England\) Regulations 2003 \(legislation.gov.uk\)](https://www.legislation.gov.uk/uksi/2003/1448/contents/make)

panel to make recommendations in respect of the members' allowances payable by London boroughs. The Regulations require a review of the scheme every four years as a minimum. Whilst the Panel makes recommendations, each council determines its own remuneration scheme for its own councillors, having regard to the Panel's recommendations.

- 2.2 The Independent Panel for London Councils currently comprises Mike Cooke (Chair), Sir Rodney Brooke CBE DL and Anne Watts CBE. It reported in 2022 and at that time recommended very few changes on the basis that more time was needed for a more detailed review during 2023, given that the Panel had received feedback that the work of councillors and the demands upon them had increased significantly.

3.0 Research

- 3.1 This review has provided the Panel with an opportunity to consider the roles undertaken by councillors in London, and to examine more deeply how the demands, responsibilities and scope of duties of councillors have evolved in recent years. This review also provided the Panel with an opportunity to review the methodology used by other Independent Remuneration Panels and to carry out benchmarking with other local authorities across England, Scotland, Wales and Northern Ireland.
- 3.2 The Panel has expanded on the approaches used in previous reviews. In addition to carrying out a survey of London borough Leaders to gauge their views on the operation of the existing remuneration scheme, the Panel has held a series of feedback meetings with groups of elected councillors, conducted a survey of the London branch of the Association of Democratic Services Officers (ADSO), and held meetings with officers from the London Borough Legal Alliance (LBLA), and the South London Legal Partnership (SLLP), in order to get a more complete picture of the challenges facing London's councillors today. The Panel also commissioned Ipsos to carry out a small number of focus groups to gauge the public perception of councillors' roles, responsibilities and levels of allowances.
- 3.3 The member engagement focus groups consisted of a range of participants from the three major political parties – Labour, Conservative, and Liberal Democrat, and included a range of members from inner and outer boroughs, and with different levels of responsibility (e.g. newly elected backbench councillors, Cabinet Members and borough Leaders).
- 3.4 The Panel is grateful both to everyone who participated in the consultation process and thank them for their contributions as well and to London Councils for its support to the review.

4.0 The crucial role of elected councillors

The role of the councillor has fundamentally changed in recent times. There is now more reliance from the public on their local council due to challenges such as the cost of living crisis, the effects of the pandemic and the resettlement of refugees. (Borough Leader)

- 4.1 Councillors in London oversee multi-million pound budgets and employ thousands of people; all are responsible for the delivery of a wide range of crucial services. The health and wellbeing of residents and communities are at the heart of the work of London boroughs who also at one end of the age spectrum are endeavoring to give children the best start in life, whilst at the other are helping to support older people to live as independently as possible. Local councils are at the heart of developing their boroughs and working with businesses to bring local economic benefits. The building of new homes and the improvement in the standards of existing houses are crucial to their work as is their local leadership on climate change.
- 4.2 A key aspect of the responsibility of councillors is managing the complex financial pressures involved in addressing increases in the demand for services with reductions in budgets. The scale of a London council's annual expenditure budget and other financial activities are in many instances comparable with those of large publicly quoted companies.

"The budgets that borough Leaders are managing are huge, as is their level of responsibility when something goes wrong. A borough Leader's role is now similar to that of a non-executive director of a large company" (Borough Leader)

- 4.3 At the same time Councillors are integral to the effectiveness of the local democratic process. As well as representing them, they stand ready to be approached by their residents to take up matters on their behalf where appropriate. The voice of democratically elected councillors in the development of the policies and strategies of their councils is absolutely essential. Councillors also play an important role in the oversight and scrutiny of services.
- 4.4 Some Councillors have additional and burdensome responsibilities, including Leaders of Councils, Elected Mayors and council portfolio holders. Some roles have specific statutory responsibilities (e.g. in the case of elected Mayors/statutory children's and adults cabinet members).
- 4.5 The needs of Londoners and of London's communities are becoming arguably more complex, given the seismic national and international changes ranging from the

global energy crisis, climate change, patterns of migration and housing shortages. The national economic challenges directly affect households and communities as well as businesses and councils themselves.

5.0 The role of Member Allowances

- 5.1 It is important to reflect on the purpose of the allowances, payments and related arrangements for councillors.
- 5.2 The Panel draws the reader's attention to the report of the 2007 Independent Commission on the Role of Local Councillors, chaired by Dame Jane Roberts which was commissioned to consider the incentives and barriers for encouraging people who are able, qualified and representative to be candidates to serve as councillors; retaining and developing them once they are elected and enabling them to secure public interest and recognition for the work they carry out for their communities.
- 5.3 The Roberts commission considered a wide range of issues but at its heart were the key questions of: 1) how best to ensure that people from a wide range of backgrounds and with a wide range of skills are encouraged to serve as local councillors; and 2) how to ensure those who participate in and contribute to the democratic process should not suffer unreasonable financial disadvantage.
- 5.4 Within these broad considerations there can be no doubt that financial compensation or a system of allowances plays a crucial part in making it financially possible for local people to put themselves forward to take on the onerous responsibilities involved in being a councillor and indeed to continue to serve as one.
- 5.5 For this reason it is crucial that allowances for councillors across London are pitched at an appropriate level such that they make a major contribution in ensuring diverse and effective local representation. This 2023 review of Member allowances has aimed to take a step back and ensure that the recommended allowances are pitched such that they serve this crucial purpose.
- 5.6 We are clear that the Panel can only make recommendations and that each council must determine its own system and rates of allowances. However each council must have regard to our recommendations. We are concerned that a wide variation in the level of allowances between councils across London has evolved over the years. **Given that this year's Panel review has been a significant stocktake and that we have made clear recommendations, with a clear rationale and for the important purpose described in this section, we strongly recommend that the findings of our review and the Panel's position are adopted across London. This is at the heart of ensuring a healthy, vibrant and representative local government in the capital.**

6.0 Time commitment and demands on councillors

- 6.1 Fulfilling the responsibilities of councillors in the many and various roles within a council has, arguably, always been demanding. In 2022 the Panel received anecdotal feedback that the workload and the time involved had increased significantly and so in this review we wanted to explore this in more detail.
- 6.2 The feedback from elected members and officers was that in the view of almost all the people we spoke to workloads, demands and pressures had increased. There appear to be a number of contributory factors:
- A wide range of recent events had added additional work; some examples given were: the demands of the pandemic years and the post-pandemic recovery work; sometimes given was the level of work in the resettlement of refugees; and the work to support residents through the very significant economic challenges of recent years, including during the energy crisis but also linked to the impact of food inflation and increased risks of homelessness.
 - There has been a noticeable increase in the expectation that leading councillors work in closer partnership with other public services. The Health and Care Act 2022 in particular brings an expectation that councils will work in formal partnership with NHS organisations including NHS providers and Integrated Health Boards.
 - The feedback confirmed the views we were given in 2002 that public expectations of councillors has increased especially linked to the societal changes that social media has brought about. Although most of the councillors we spoke to welcomed the flexibility that now exists for increased levels of remote meetings, the downside appears to be that there are more meetings. The representations which have been made to the Panel also suggest a picture of councillors being expected to be almost instantly available, with heavy constituency case loads and often with ever more complex responsibilities for the running of the council and overseeing its services.

***“ One resident submitted a formal complaint because they had messaged me on Friday evening and I hadn’t replied to them until the following Monday morning.”
(Backbench councillor)***

As well as these issues adding complexity, they make additional time demands.

“There are now many more meetings than pre-Covid. There are also numerous social media groups councillors are expected to be involved in, case work, and other commitments. I have worked out that on average I work 54 hours a week” (Cabinet Member)

- 6.3 Members have told the Panel that it is increasingly difficult to maintain a full-time job alongside their role as councillors, and this is particularly true for Cabinet Members and Leaders. The implication of this would be that it is more likely that people who are already financially secure who can carry out these roles, which may prevent younger candidates, people with lower incomes or those with young families, from standing or taking on special responsibilities. Taking up a role in local government could also hinder councillors’ career progression in their day job, and in most cases the special responsibility allowances do not compensate for the reduced salary people receive as a result of not being able to dedicate themselves fully to their day job. The time pressures involved in the role, particularly councillors with special responsibilities can make it difficult to combine the role with a job and caring responsibilities.
- 6.4 One borough Leader told the Panel that at the 2022 election, there were so few candidates that in some wards residents did not have a choice of councillors to vote for.
- 6.5 Councillors also expressed concern that appointments to positions carrying special responsibilities could be uncertain and not in most cases for a set term. Consequently, councillors have significant concerns about giving up full-time work to undertake more senior roles in their councils.

7.0 The Basic Allowance

- 7.1 As a result of the economic climate over the last decade and ongoing financial challenges, 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 for staff agreed by the National Joint Council for Local Government Staff.
- 7.2 As part of the research for this 2023 review, the Panel carried out benchmarking of recommendations on allowances and those paid by local authorities within the UK to see how current London allowances compare.
- 7.3 From the Panel’s benchmarking research, it is evident that the previous Panel’s recommendations for the basic allowance in London, lags behind Scotland, Wales and Northern Ireland. This issue was identified in the last two Panel reports, however, the Panel reluctantly decided at the time that given the financial climate it would have been inappropriate to recommend a general increase in member allowances.

- 7.4 In our last report the Panel recommended that there should be a Basic Allowance paid to every councillor of £12,014. Updated for the local government staff pay awards since then, the figure is now £12,499.
- 7.5 This allowance continues to be substantially lower than the allowance paid by all local authorities in Scotland which is presently £20,099² and similarly in Wales³ where the government-appointed commission has set the basic allowance at £17,600 for members of local authorities with populations which are generally substantially lower than those of London boroughs. Furthermore, the basic allowance in Northern Ireland from 1 April 2023 is £16,394⁴ per annum. The Panel's research has established that there are some parts of England that have similar basic allowances to those currently recommended for London boroughs. However, there are other English local authorities, where the roles and responsibilities of councillors are broadly the same to those of councillors serving in London boroughs, that pay significantly more. For example, in Birmingham⁵, in 2022-23 the basic allowance was £18,876, and in Manchester⁶ it was £18,841.
- 7.6 The Panel is of the view that when taking everything into account that the rate of the basic allowance should now be addressed.
- 7.7 As part of the 2023 review, the Panel has reviewed the methodologies used by other Panels and has identified that Independent Panels across the UK use a variety of approaches for determining how to set the member allowances. The Panel has also re-examined the methodology used in calculating allowances in the original London panel report and updated it to reflect current circumstances. The original calculation in the Panel's first report in 2001 was based on a proportion of the average 'white collar worker' wage in London.
- 7.8 Although making the comparisons with Scotland, Wales, NI and other UK cities was useful in terms of gaining a comparative perspective, the Panel has reached the view that it needed to both determine a method for London and recommend a level of allowance that was achievable, bearing in mind the historic challenges for some councils in agreeing to previous recommended allowances.
- 7.9 Having looked at various options, the Panel has concluded that the most appropriate approach is to determine the basic allowance as a proportion to the remuneration of the people councillors represent and has used the Annual Survey of Hours and Earnings (ASHE) data, published by the Office for National Statistics as a basis of its calculation. The Panel has used the median wage for all London workers for this purpose. In 2022-23, this is £38,936.73 per annum. Based on a 37 hour week, and taking into account a 30% public service discount, (as has been the custom and practice) **the Panel has determined that the recommended basic allowance should be £15,960.**

² [The Local Governance \(Scotland\) Act 2004 \(Remuneration\) Amendment Regulations 2023 \(legislation.gov.uk\)](#)

³ [Independent Remuneration Panel for Wales: annual report 2022 to 2023 \[HTML\] | GOV.WALES](#)

⁴ <https://www.communities-ni.gov.uk/publications/circular-lg-0323-consolidated-councillor-allowances>

⁵ [Independent Remuneration Panel Reports | Birmingham City Council](#)

⁶ [Microsoft Word - MCC IRP Final Report \(manchester.gov.uk\)](#)

- 7.10 The Panel considers that this allowance better reflects the high cost of living in London, than the previous recommendations.
- 7.11 It is the Panel's view that it is pressing that boroughs should implement these changes in 2024, as part of the contribution to recruiting and retaining a diverse range of good quality candidates to stand for office in London.

8.0 Special Responsibility Allowances

- 8.1 The reasons for payment of special responsibility allowances, additional to the basic allowance, 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.

8.2 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.
- 8.3 The Panel's research shows that the categories of SRAs recommended by the London Panel are comparable with those recommended by Independent Panels in other cities in the UK and in Scotland and Wales.
- 8.4 However, the Panel's previous recommendations have not consistently been adopted within London, and the resulting situation is that whilst there is some convergence

across London boroughs on the basic allowance, there remain substantial differences in the amounts of SRAs for similar roles in boroughs.

- 8.5 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 were historically determined as a sliding scale (pro-rata) proportion of the remuneration package for a council Leader. Since then, the increase in the remuneration of Members of Parliament has substantially exceeded the annual local government pay increase which was tied to the special responsibility allowance for the leader of a London borough, and the current MP salary is now £86,584
- 8.6 The Panel has taken the opportunity to review this historic link, and following feedback, we sense strong support for our own view that an MP's salary is no longer an appropriate comparator to set the Leader's allowance, as the roles are substantially different and indeed almost impossible to compare.
- 8.7 We received feedback that some members believe that the Leaders of London boroughs warrant a higher remuneration than an MP, because they have greater financial responsibility and legal burdens, and especially given the differential pension arrangements. Indeed, some respondent authorities suggested that the direct responsibilities of a Leader should command the salary of a junior minister.

"An MP does not undertake an executive role (strategic leadership, management & accountability of a complex public service operationally managed by highly paid officials) and so not a comparator to a Leader or elected Mayor"

(Borough Leader)

9.0 Leader's SRA

- 9.1 This is often a full-time role, involving a high level of responsibility. It is right that it should be remunerated on a basis which compares with roles with similar levels of responsibility, while still retaining a reflection of the voluntary character of public service.
- 9.2 For the Leader's SRA, the Panel has decided that a more appropriate comparator would be the Annual Survey of Hours and Earnings (ASHE) data for Corporate Managers and Directors as the level of responsibilities most closely align to those of a borough Leader. For 2022-23, the average gross annual salary for full time workers in London within this category was £108,242. After applying a 30% public service discount (as has been the custom and practice) this would provide for a Leader's total

package of £75,773. The 2022 Panel report recommended that the Leader's SRA should be £62,090. Taking into account this figure, when combined with the new recommended basic allowance, the total package for a Leader would be £78,050. As this figure is greater than that based on the ASHE calculation, the Panel is not recommending any changes to the existing Leader's SRA at this time.

10.0 Other SRAs

- 10.1 The Panel has previously determined that all other SRAs are calculated as a proportion of the Leader's SRA. Since its inception, the Panel has recommended using bands rather than fixed amounts, in order to allow flexibility and recognise local variations on how the roles are performed. The Panel has decided to continue using this methodology. However, as part of the review, the Panel has benchmarked the sliding scale recommended by other Panels and used by local authorities and has adjusted the percentages historically used in order to more closely align with the average used by other local authorities outside of London. **The recommended bands and levels of allowance are attached as Annex A.**

11.0 Bridging the Gap and public perception

- 11.1 When considering a members' allowances scheme, boroughs are obliged to have to a report by an independent panel, but it is a matter for boroughs themselves to decide whether to adopt its recommendations.
- 11.2 However, in view of the evidence obtained over the past 18 months, the Panel strongly recommends that all authorities implement the recommendations in their boroughs in the next year. On average, the total annual budget for members allowances in a London Borough is between 0.4-0.5% of the council's general fund net budget. Notwithstanding this, the Panel acknowledges the challenges that increasing allowances may present to boroughs, both financially and reputationally; however, the Panel is concerned that if member allowances do not keep up with its recommendations, there is a risk that they will fall significantly further behind their comparators and that councils will consequently face even greater challenges in recruiting and retaining a good calibre of councillors in the future.
- 11.3 The Panel perceived that there was some concern from councillors about the public acceptability of increasing allowances. As a result the Panel sought to test the public view and therefore commissioned Ipsos to undertake qualitative research, through a number of focus groups, on the public's perception on councillors remuneration. The Ipsos research was small scale but provides indicative evidence of public views.
- 11.4 Ipsos held three discussion groups with a representative sample of the general public in June 2023 using a deliberative approach to enable participants to reach an informed perspective. The stimulus material included pen portraits of councillors based on information received from London Councils' members on their working hours and

levels of responsibility. The information given to participants also included typical allowances received in London, in Essex, and in Wales for councillors receiving a basic allowance and average SRAs paid to Cabinet Members, and council Leaders.

- 11.5 The research found that the Londoners in focus groups felt that allowances in London needed to increase to provide a more accurate reflection of councillors' responsibilities and hours.

"I thought at least [the Council Leader's remuneration] would be about a £100,000 plus for the amount of work that she does because she's taken on casework as well... and that's time-consuming."

When exposed to allowance comparisons in different parts of the country, participants thought the current allowances did not reflect the fact that the cost of living in London was higher than elsewhere in the country.

"Councillors' pay should take into account that living in London is more expensive, so they should immediately just be paid more in general."

In addition, they recognised that the level of allowances can have a detrimental effect on the diversity of councillors and would deter those from a lower income background from becoming councillors.

"It feels like [we're] paying them so little, it feels like there are some people who can't afford to be a councillor. And that has consequences on the democratic process"

- 11.6 Participants also suggested changes to remuneration for councillors: raising the basic allowance and increasing allowances to better reflect responsibilities and hours; and additional allowances provided to support councillors with childcare costs and saving for a pension.
- 11.7 Participants expressed surprise at the range of allowances paid across London, particularly at the cabinet member and council leader level and supported greater consistency in such remuneration levels across councils in London.
- 11.8 Although the sample of Londoners was only small, it indicates that with due briefing and deliberation there is likely to be support for the increase in allowances.
- 11.9 During the consultation process, a significant number of councillors told the Panel that they do not think that councillors should be responsible for setting their own allowances, and that this is perhaps one of the reasons why the basic allowance in London lags behind Scotland and Wales, where allowances are set by outside bodies and it is mandatory for local authorities to adopt the recommendations. The Panel is supportive of this view, but recognizes that this would need a change in legislation. The Panel intends to raise this issue with the Secretary of State.

12.0 Training and support

- 12.1 The responsibilities of councillors are substantial, extensive and complex, particularly since the Pandemic and its aftermath, which has seen a rapid increase of using digital technology, and flexible ways of working. The training and development of councillors is beyond the remit of this Panel. However, the feedback we received was that councillors require the logistical and clerical support and appropriate IT equipment which will help them carry out their roles efficiently. The Panel supports this view and recommends that boroughs undertake their own stock takes to ensure appropriate support is in place to enable members to fulfil their responsibilities.
- 12.2 Furthermore, we have heard from boroughs that councillors are experiencing increased levels of abuse on social media, and so we recommend that training in navigating the increasingly challenging world of social media is also provided.

13.0 Care Costs

- 13.1 It is important that obstacles to becoming a councillor should be removed wherever possible. Care costs could be a significant deterrent to service as a councillor. Our strong view is that in appropriate cases when they undertake their council duties, councillors should be entitled to claim an allowance for care of dependents. The dependents' carers' allowance should at least be set at the London living wage but payment should be made at a higher rate when specialist nursing skills are required or to reflect higher costs during non-standard working hours. We have had representation that the carers allowance should be payable to family members on the basis that it is preferable for family members to look after a dependent, especially in the evening but that the frequency is often such that it is unreasonable for this to be expected to be with no financial allowance.

The level of dependent carers allowance does not recognise the fact that babysitters tend to charge more for evening and weekend work. In addition, the carers allowance should be able to be claimed even if a family member was looking after the councillors' dependents" (Newly-elected Backbench Councillor)

- 13.2 The Panel recognises that allowance payments for family carers who are not members of a councillor's household would need to be designed with some careful consideration but is very sympathetic to this need and recommend that councils review their schemes to make this possible.
- 13.3 It's view is also 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). To this end, London boroughs are recommended to adopt a related parental leave and sickness policy as an appendix to their allowances scheme.

13.4 The Panel has received feedback that there is a need to reform the legislation governing membership of the Cabinet/Executive and how this impacts Councillors who wish to take parental leave. Councils have a strict statutory limit of ten members of the cabinet/executive – including the Leader. Should one of those members wish to take parental leave for any significant period during their tenure as a cabinet member, and there is already a full complement of cabinet and leader up to the statutory limit they are faced with what is an entirely unfair dilemma. They either resign from the post so another councillor can be appointed or they leave their colleagues with an additional workload for their period of absence. While some Councils have sought to appoint deputy cabinet members or the like these are not proper answers to this issue as they are not cabinet members with the appropriate legal and constitutional authority. It is very easy to compare this to the position of an employee where a replacement can be appointed for the duration without prejudice to the individuals' rights to return. While self-evidently Councillors are not employees there should not be any additional hurdles to participation for any section of the population.

13.5 The Panel support the view that the legislation needs reviewing.

14.0 Travel and Subsistence allowances

14.1 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.

15.0 Allowances for Civic Mayor or Civic Head

15.1 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.

16.0 Allowances that fall outside this scheme

16.1 Within the context of this review, the Panel has not looked at remuneration that councillors may receive for their roles on outside bodies, wholly owned companies or joint venture partnerships. However, in the interests of transparency, the Panel requests that councils consider how information on all members remuneration within their borough is made easily available to the public in the same place. The Panel recommends that where local authorities have set up companies which remunerate councillors who act as directors these allowance should be set out in the members allowances scheme.

17.0 Local discretion

- 17.1 It is for each borough 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. The Panel believes these should have the merits of being easy to apply, easy to adapt, easy to explain and understand, and easy to administer.
- 17.2 The scheme should be able to be applied to different types of governance arrangements and interpreted flexibly. The Panel has received legal advice that suggests that in boroughs which operate through the Committee System, where a Committee Chair has identified responsibilities in a role profile for particular services, then in practice the duties and responsibilities of a Committee Chair are equivalent to the role of a Cabinet Member and that a similar system of allowances should be used. For example, in some boroughs which use a committee system, the Statutory Lead Member for Children's Services is the Chair of the Children and Community Services Committee. In this case, it would be reasonable to suggest that this Committee Chair should receive the SRA equivalent to that of a Cabinet Member. The Panel must emphasise that these decisions are dependent on the arrangements adopted by the authority in question and should be decided on a case by case basis.

18.0 Pensions

- 18.1 There is a widespread view amongst the councillors we spoke to in 2022 and this year that a disincentive to the recruitment and retention of councillors has been the Government's decision in 2014 to remove the right of councillors to join the local government pension scheme. This was keenly felt by those councillors the Panel heard from. The Panel notes that the rationale behind that decision was unclear and that councillors in Scotland, Wales and Northern Ireland continue to be entitled to a local government pension. The Panel is of the view that this inconsistency should be addressed. Although this issue is beyond the remit of the Panel, the Panel will nevertheless write a letter to the Secretary of State asking the government to look again at this important issue,

19.0 Annual uplifts

- 19.1 The Panel continues to recommend that all allowances should be updated annually in line with the percentage pay award agreed by the National Joint Council (NJC) for Local Government Services staff.
- 19.2 In some years the NJC national pay award is agreed as being in the form of a lump sum for all or the majority of staff or the rate of increase is different at different levels on the NJC pay spine. In such situations a method of deriving an appropriate increase in the Members' basic allowance (so it keeps in line with the staff pay award) is required. To achieve this the panel will have regard to any NJC guidance such as guidance on what any lump sum equates to as an average percentage pay increase, and guidance on the percentage increase to any staff allowances. The Panel will also consider the average (mean) percentage increase to the spinal column points,

but excluding any exceptional increases such as measures to rectify a low pay problem at the lowest level of the pay spine. For illustrative purposes, for April 2023 the figure was 3.88%“

20. Review of implementation

- 20.1 The Panel proposes to convene in the final quarter of 2024 to review how its recommendations have been implemented by boroughs across London and at the same time consider the most recently published ASHE data on median salaries of those working in the Greater London area, as well as any agreed NJC national pay award.

Mike Cooke

Sir Rodney Brooke CBE DL

Anne Watts CBE

December 2023

Appendix A

THE RECOMMENDED MEMBER ALLOWANCE SCHEME FOR LONDON

The Basic allowance: £15,960

Special responsibilities – beyond the basic allowance

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.

BAND ONE

The posts that the Panel envisages 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
- First opposition group whip (in respect of council business)
- Vice chair of council business
- Chairs, vice chairs, area committees and forums
- Cabinet assistant
- 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

The Panel proposes that band one special responsibility allowances should be on a sliding scale of between 5-15% per cent of the Leader's SRA.

This would be made up as follows:

Basic allowance: £15,960

Band One allowance: £3,105 - £9,314

Total: £19,065 - £25,274

BAND TWO

The Panel considers that the types of office 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

The Panel proposes that band two allowances should be on a sliding scale between 25-50 per cent, pro rata of the remuneration package for a council leader.

This is made up as follows:

Basic allowance £15,960

Band two allowances: £15,523 - £31,046

Total: £31,483 - £47,006

BAND THREE

The Panel sees 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:

The Panel proposes that band three allowances should be between 60-75 per cent pro rata of the remuneration package for a council leader.

This is made up as follows:

Basic allowance: £15,960

Band three allowance: £37,255 - £46,569

Total: £53,215 - £62,529

BAND FOUR

Leader of the Council

This is often a full-time role, involving a high level of responsibility. It is right that it should be remunerated on a basis which compares with roles with similar levels of responsibility, while still retaining a reflection of the voluntary character of public service.

Remuneration:

The Panel proposes that the remuneration package for a council leader under band four of our scheme should be £78,052.

This is made up as follows:

Basic allowance: £15,960

Band four allowance: £62,092

Total: £78,052

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, the Panel believes that 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. The Panel believes that the distinction is paramount and this should be reflected in the salary level.

Remuneration:

The Panel proposes that a directly elected mayor should receive a remuneration of **£93,575**.

Appendix B

A Job Profile for councillors

In its previous reports, the Panel reflected on the importance of the role of elected members. The 'job profile' for councillors originally included in the Panel's 2010 report is repeated in as the Panel still considers it to be accurate and up to date.

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 represent effectively the interests of the ward for which the councillor was elected, and deal with constituents' enquiries and representations including, where required, acting as a liaison between the constituent and the local authority and where appropriate other public service providers.
10. To contribute constructively to open government and democratic renewal through active encouragement of the community to participate generally in the government of the area.
11. To participate in the activities of any political group of which the councillor is a member.
12. To undertake necessary training and development programmes as agreed by the authority.
13. To be accountable for his/her actions and to report regularly on them in accessible and transparent ways.

Appendix C

The independent panel members

Mike Cooke

Mike Cooke was the Chief Executive of the London Borough of Camden for seven years, where he had also been Director of Housing and Adult Social Care and HR Director. He has extensive experience of partnership working across London including as the Chief Executive Leadership Committee lead on children and chairing the London Safeguarding Children Board. Mike also has worked for seven years in financial services where he developed an expertise in remuneration.

Until November 2020 Mike had been a Non-Executive Director of the Central and North West London NHS Foundation Trust where he was chair of the HR Committee. Mike's current role is the Chair of the North Central London Integrated Health and Care System.

Sir Rodney Brooke CBE, DL

Sir Rodney Brooke has 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.

Dr Anne Watts CBE

Anne Watts has an extensive career in governance, diversity and inclusion spanning commercial, public and voluntary sectors. She has held executive roles for HSBC and Business in the Community and was chair of the Appointments Commission. She has carried out reviews of Government departments and the Army. In addition she has been a member of Government Pay review bodies and Deputy Chair, University of Surrey where she chaired the Remuneration Committee and the new Vet School.

She is a non-exec of Newable (previously Greater London Enterprise) where she chairs the Environmental, Social and Corporate Governance Committee and is a non-exec of Newflex subsidiary. In addition she continues to sit on the Race and Gender Equality Leadership teams for Business in the Community.



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. The member allowances scheme is agreed by council assembly in March of each year to set the allowances for the following municipal year.

Basic allowance

4. Each member of the council is entitled to receive the annual basic allowance of £15,060. 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 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
Vice-chair overview & scrutiny committee	£3,453
Vice-chair planning committees (major applications)	£3,453
Deputy leader majority opposition	£3,453

Leader minority opposition	£3,453
Opposition whip	£3,453
Band 1b	
Neighbourhoods champion	£6,933
Deputy Mayor	£6,933
Chair audit and governance committee	£6,933
Band 1c	
Scrutiny commission chair	£10,411
Chair planning committee (smaller applications)	£10,411
Deputy cabinet member	£10,411
Band 2a	
Chief whip	£18,003
Leader majority opposition	£18,003
Band 2b	
Mayor	£25,644
Chair overview & scrutiny committee	£25,644
Chair planning committees (major applications)	£25,644
Chair licensing committee	£25,644
Band 3	
Cabinet member	£41,861
Deputy leader	£41,861
Band 4	
Leader	£62,365

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 £158.64 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	Fully electric
Per mile-first 8,500 miles	46.9 pence	52.2 pence	65.0 pence	65.0 pence
Per mile-after 8,500 miles	13.7 pence	14.4 pence	16.4 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 £1,440.
 - 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 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.

Parental Leave for Councillors

30. The following leave periods will apply:
- a) Members giving birth are entitled to up to 39 weeks maternity leave, with the option to extend up to 52 weeks if required, by notifying the monitoring officer, (subject to 30(h) – six months attendance rule).
 - b) In addition, where the birth is premature, the member is entitled to take leave during the period between the date of the birth and the due date in addition up to the 52 weeks' period. In such cases any leave taken to cover prematurity of 28 days or less shall be deducted from any extension beyond the initial period up to 52 weeks.
 - c) In exceptional circumstances, and only in cases of prematurity of 29 days or more, additional leave may be taken by agreement, and such exceptional leave shall not be deducted from the total up to 52 week entitlement.
 - d) Members shall be entitled to take maternity/adoption support leave (formerly known as paternity leave) with up to two weeks paid SRA

allowance and up to 13 weeks with no SRA allowance if they are the biological father or nominated carer of their partner/spouse following the birth of their child(ren).

- e) A member who is seeking to make Shared Parental Leave arrangements is requested to advise the Council of this intention at the earliest possible opportunity. Every effort will be made to accommodate such arrangements.
- f) Where both parents are members, leave may be shared up to a maximum of 52 weeks. Special and exceptional arrangements may be made in cases of prematurity.
- g) A member who adopts a child through an approved adoption agency shall be entitled to take up to 39 weeks adoption leave from the date of placement, with the option to extend up to 52 weeks by if required, by notifying the monitoring officer.
- h) Any member who takes maternity, shared parental or adoption leave retains their legal duty under the Local Government Act 1972 to attend a meeting of the Council within a six-month period unless Council Assembly agrees to an extended leave of absence prior to the expiration of that six-month period.
- i) Any member intending to take maternity, maternity/adoption support, shared parental or adoption leave will be responsible for ensuring that they comply with the relevant notice requirements of the Council, by notifying the monitoring officer, both in terms of the point at which the leave starts and the point at which they return.
- j) Any member taking leave should ensure that they respond to reasonable requests for information as promptly as possible, and that they keep officers and colleagues informed and updated in relation to intended dates of return and requests for extension of leave.
- k) If an election is held during the member's maternity, maternity/adoption support, shared parental or adoption leave and they are not re-elected, or decide not to stand for re-election, their basic allowance and SRA if appropriate will cease from the Monday after the election date when they would technically leave office.

Basic Allowance

- 31. All members shall continue to receive their basic allowance in full whilst on maternity, adoption or maternity/adoption support leave.

Waiving right to receive allowances

- 32. 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

- 33. 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

34. 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

35. 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

36. 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.
37. 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

38. 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.
39. Travel and subsistence allowances will be amended in line with changes to allowances for officers.
40. 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

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

keeps in line with changes to the London Living Wage and be reported to the chief executive.

Special leave arrangements

41. 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.
42. 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

43. The maternity leave arrangement will be for up to 6 weeks full SRA allowance, 20 weeks half SRA allowance and 13 weeks SRA unpaid (subject to 30(h) above – six months attendance rule). No additional allowance will be paid for absence beyond 26 weeks. Antenatal care is part of the normal arrangements for short term absence and is not affected by special leave arrangements.
44. Members are not eligible for Statutory Maternity Pay (SMP) if they are not employed elsewhere. The council cannot pay SMP.

Adoption leave

45. The adoption leave arrangement will be for up to 6 weeks on full SRA allowance, 20 weeks half SRA allowance and 13 weeks SRA unpaid. No additional allowance will be paid for absence beyond 26 weeks.

Maternity/Adoption Support Leave

46. The maternity/adoption support leave arrangement will be for two weeks paid SRA allowance and up to 13 weeks with no SRA allowance.

Sick leave

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

Other special leave

48. 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

49. During any period for which special leave arrangements are in place any member who is appointed to deputise for the absent member will be eligible for the full SRA payments due in the same period up to a maximum of 52 weeks. Where a substantive member has more than one position with an SRA, only one member can deputise and receive one SRA for both positions. Payment to cabinet members for loss of office will not apply to members who deputise for a cabinet member.

Meeting name:	Council assembly
Date:	18 March 2026
Report title:	Calendar of meetings 2026-27
Ward(s) or groups affected:	All
Classification:	Open
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 2026-27 municipal year:

Council Assembly	Type of Meeting
Wednesday 20 May 2026	Mayor Making/Annual meeting
Wednesday 8 July 2026	Ordinary
Wednesday 18 November 2026	Ordinary
Wednesday 24 February 2027	Budget and council tax setting
Wednesday 17 March 2027	Ordinary
Saturday 15 May 2027	Mayor Making/Annual meeting

2. That council assembly note the agreement in March 2023 for the date of the annual/mayor making meeting for 2027 as set out below:
 - Saturday 15 May 2027 11am
3. That council assembly note that the calendar of council meetings for the 2026-27 municipal year as shown at Appendix 1.

BACKGROUND INFORMATION

Council assembly dates

4. Council assembly procedure rules require that meetings shall take place on such dates as agreed by council assembly.
5. The proposed dates are based on the 2025-26 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

6. A schedule of council assembly meetings for the 2026-27 municipal year has been prepared and is shown at recommendation 1.
7. Council assembly will need to be asked to formally agree these dates, in accordance with constitutional provision council assembly procedure rule 2.1.
8. A calendar of all council meetings for the 2026-27 municipal year (including council assembly meetings) has been prepared and is shown at Appendix 1. Appendix 2 is a list of all meetings for 2026-27 in a table format.
9. 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.
10. 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.
11. 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.
12. 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.

Policy framework implications

13. This report is not considered to have direct policy implications.

Community, equalities (including socio-economic) and health impacts

14. 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.

Climate change implications

15. There are no direct climate change implications arising from this report.

Legal implications

16. Legal comments are incorporated within the report.

Financial implications

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

Consultation

18. Consultation has been undertaken with constitutional steering panel, the Mayor, Group whips and relevant officers.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

19. 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 2026-27
Appendix 2	Council Calendar 2026-27 (table format)

AUDIT TRAIL

Lead Officer	Chidilim Agada, Head of Constitutional Services		
Report Author	Virginia Wynn-Jones, Principal Constitutional Officer Gerald Gohler, Constitutional Officer		
Version	Final		
Dated	3 March 2026		
Key Decision?	No		
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER			
Officer Title		Comments Sought	Comments Included
Assistant Chief Executive – Governance and Assurance		Yes	Incorporated in the report
Strategic Director of Resources		No	No
Cabinet Member		No	No
Date final report sent to Constitutional Team			3 March 2026

Draft Calendar of Meetings 2026-27

May 2026						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
27	28	29	30	1	2	3
4 Early May Bank Holiday	5	6	7 LOCAL GOV ELECTIONS	8	9	10
11 Party Group Meetings (tbc) 7pm	12	13	14	15	16	17
18	19	20 Council Assembly (Annual Meeting) 6pm Overview & Scrutiny Committee (<i>to establish commissions and appoint chairs</i>) TBC 7pm	21	22	23	24
25 Bank Holiday / Half term starts	26	27	28	29	30	31

June 2026							
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
1 Audit, Governance and Standards Committee 6.30pm	2	3	4	5	6	7	
8 Party Group Meetings (tbc) 7pm	9	10 Planning Committee (Major Applications) A 6.30pm	11	12	13	14	
15 Constitutional Steering Panel 6pm Planning Committee (Smaller Applications) 7pm	16 London Councils – Leaders Committee 11.30am-1.30pm (tbc)	17	18 Health & Wellbeing Board 10am	19	20	21	
22 Cabinet 3pm-5pm Overview & Scrutiny Committee 7pm	23 Licensing Committee 6pm	24 Planning Committee (Major Applications) B 6.30pm	25	26	27	28	
29 Party Group Meetings (tbc) 7pm	30 Planning Committee (Smaller Applications) 7pm	1	2	3	4	5	

July 2026							
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
29	30	1 Health and Social Care Scrutiny Commission 7pm	2	3	4	5	
6 Cabinet 3pm Education and Local Economy Scrutiny Commission 7pm	7 Joint IT Committee (Brent, Lewisham & Southwark) 6pm (tbc) Planning Committee (Major Applications) A 6.30pm	8 Council Assembly <i>Ordinary meeting</i> 7pm	9	10	11	12	
13 Audit, Governance and Standards Committee 6.30pm	14 Planning Committee (Major Applications) B 6.30pm Housing Scrutiny Commission 7pm	15 Corporate Parenting Committee 2pm Environment, Community Safety and Engagement Scrutiny Commission 7pm	16	17	18	19	
20 Planning Committee (Major Applications) A 6.30pm	21 London Councils – Leaders Committee 11.30am-1.30pm (tbc) Start school holidays	22	23	24	25	26	
27	28	29	30	31	1	2	

August 2026							
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31 Summer Bank Holiday	1 School holidays end	2	3	4	5	6	

September 2026							
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Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
31	1 School holidays end	2 Planning Committee (Smaller Applications) 7pm	3	4	5	6
7 Party Group Meetings (tbc) 7pm	8 Audit, Governance and Standards Committee 6.30pm	9 Planning Committee (Major Applications) B 6.30pm	10	11	12	13
14 Party Group Meetings (tbc) 7pm	15 Cabinet 11am	16 Council Assembly (November) Business Panel 6pm (MS Teams)	17 Health & Wellbeing Board 10am	18	19 Liberal Democrat Party Conference	20 Liberal Democrat Party Conference
21 Liberal Democrat Party Conference	22 Liberal Democrat Party Conference	23	24	25	26	27 Labour Party Conference
28 Labour Party Conference	29 Labour Party Conference	30 Labour Party Conference	1	2	3	4

October 2026						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
28 Labour Party Conference	29 Labour Party Conference	30 Labour Party Conference	1	2	3	4
5 Overview and Scrutiny Committee 7pm	6 Planning Committee (Major Applications) A 6.30pm	7 Planning Committee (Smaller Applications) 7pm	8	9	10	11
12 Health and Social Care Scrutiny Commission 7pm	13 Cabinet 11am	14 Environment, Community Safety and Engagement Scrutiny Commission 7pm	15	16	17	18
19 Housing Scrutiny Commission 7pm	20 Constitutional Steering Panel 6pm Education and Local Economy Scrutiny Commission 7pm	21 Corporate Parenting Committee 2pm Licensing Committee 6pm	22	23	24	25
26 Half-term	27	28	29	30	31	1

November 2026							
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
2	3 Planning Committee (Major Applications) B 6.30pm	4 Overview & Scrutiny Committee 7pm	5	6	7	8	
9 Party Group Meetings (tbc) 7pm	10 Planning Committee (Smaller Applications) 7pm	11	12	13	14	15	
16	17 Joint IT Committee (Brent, Lewisham & Southwark) 6pm (tbc) Planning Committee (Major Applications) A 6.30pm	18 Council Assembly (<i>Ordinary meeting</i>) 7pm	19	20	21	22	
23 Overview & Scrutiny Committee 7pm	24 Audit, Governance and Standards Committee 6.30pm	25	26	27	28	29	

December 2026							
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
30 Health and Social Care Scrutiny Commission 7pm	1 Housing Scrutiny Commission 7pm	2 Nunhead and Peckham Rye neighbourhood meeting 6pm (non-decision making) Old Kent Road neighbourhood meeting 6pm (non-decision making) Peckham neighbourhood meeting 6pm (non-decision making) Borough and London Bridge neighbourhood meeting 6.30pm (non-decision making)	3	4	5	6	
7 Planning Committee (Smaller Applications) 7pm	8 Cabinet (Livesey Trust) Committee 10am London Councils – Leaders Committee 11.30am-1.30pm (tbc) Cabinet 11am Environment, Community Safety and Engagement Scrutiny Commission 7pm	9 Education and Local Economy Scrutiny Commission 7pm	10 Health & Wellbeing Board 10am	11	12	13	

14 Planning Committee (Major Applications) B 6.30pm	15	16	17	18	19	20
21 School holidays start	22	23	24 Christmas Eve	25 Christmas Day	26 Boxing Day	27
28 Bank Holiday	29	30	31 New Year's Eve	1 New Year's Day and end of school holidays	2	3

January 2027							
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
4 Party Group Meetings (tbc) 7pm	5 Cabinet 11am	6 Overview and Scrutiny Committee 7pm	7	8	9	10	
11 Dulwich neighbourhood meeting 6pm (non-decision making) East Dulwich neighbourhood meeting 6.30pm (non-decision making)	12 Leaders Committee 11:30am – 1.30pm (tbc)	13 Bermondsey neighbourhood 6pm (non-decision making) Rotherhithe neighbourhood 6.30pm (non-decision making) Camberwell neighbourhood 6pm (non-decision making) Walworth neighbourhood 6.30 pm (non-decision making)	14	15	16	17	
18 Overview and Scrutiny Committee 11am Constitutional Steering Panel 6pm Planning Committee (Major Applications) A 6.30pm	19 Overview and Scrutiny Committee 7pm	20 Council Assembly (March) Business Panel 6pm (MS Teams) Planning Committee (Smaller Applications) 7pm	21	22	23	24	
25 Party Group Meetings (tbc) 7pm	26 Health and Social Care Scrutiny Commission 7pm	27 Environment, Community Safety and Engagement Scrutiny Commission 7pm	28	29	30	31	

February 2027							
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
1 Audit, Governance and Standards Committee 6.30pm	2 London Councils – Leaders Committee 11.30am-1.30pm (tbc) Education and Local Economy Scrutiny Commission 7pm	3 Housing Scrutiny Commission 7pm	4	5	6	7	
8 Tenants' Forum 7pm	9 London Councils – Leaders Committee 11.30am-1.30pm (tbc) Planning Committee (Major Applications) B 6.30pm	10 Overview and Scrutiny Committee 7pm	11 Cabinet 11am	12	13	14	
15 Half-term	16	17	18	19	20	21	
22 Party Group Meetings (tbc) 7pm	23 Homeowner Forum 7pm	24 Corporate Parenting Committee 2pm Council Assembly (<i>Budget & Council Tax setting meeting</i>) 7pm	25	26	27	28	

March 2027							
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
1 Constitutional Steering Panel 6pm Health and Care Scrutiny Commission 7pm	2 Leaders Committee 11:30am – 1.30pm Education and Local Economy Scrutiny Commission 7pm Audit, governance and standards (Civic awards) sub-committee 6pm	3 Planning Committee (Major Applications) A 6.30pm Environment, Community Safety and Engagement Scrutiny Commission 7pm	4	5	6	7	
8 Party Group Meetings (tbc) 7pm	9 Cabinet 11am	10 Nunhead and Peckham Rye neighbourhood meeting 6pm Old Kent Road neighbourhood meeting 6pm Peckham neighbourhood meeting 6pm Borough and London Bridge neighbourhood meeting 6.30pm	11 Health & Wellbeing Board 10am	12	13	14	

March 2027						
15 Camberwell neighbourhood meeting 6pm Walworth neighbourhood meeting 6.30pm	16 London Councils – Leaders Committee 11.30am-1.30pm (tbc) Joint IT Committee (Brent, Lewisham & Southwark) 6pm (tbc) Bermondsey neighbourhood meeting 6pm Rotherhithe neighbourhood meeting 6.30pm Dulwich neighbourhood meeting 6pm East Dulwich neighbourhood meeting 6.30pm	17 Council Assembly (<i>ordinary meeting</i>) 7pm	18	19	20	21
22 Party Group Meetings (tbc) 7pm	23 Planning Committee (Smaller Applications) 7pm Housing Scrutiny Commission 7pm	24 Planning Committee (Major Applications) B 6.30pm	25	26 Bank Holiday School holidays start	27	28
29 Bank Holiday (Easter Monday)	30	31	1	2	3	4

April 2027						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
30	31	31	1	2	3	4
5	6	7	8	9 School holidays end	10	11
12 Overview and Scrutiny Committee 7pm	13	14 Constitutional Steering Panel 6pm	15	16	17	18
19	20 Planning Committee (Major Applications) A 6.30pm	21 Corporate Parenting Committee 2pm	22	23	24	25
26	27	28	29	30	1	2

May 2027						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
27	28	29	30	1	2	3
3 Bank Holiday	4	5	6	7	8	9
10 Party Group Meetings (tbc) 7pm	11	12	13	14	15 Council Assembly (Annual Meeting) 11am Overview & Scrutiny Committee (to establish commissions and appoint chairs) TBC 12noon	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31 Bank Holiday/ Half term starts	1	2	3	4	5	6

DRAFT

Table of calendar of meetings 2026-2027

	May 2026	June 2026	July 2026	Aug 2026	Sep 2026	Oct 2026	Nov 2026	Dec 2026	Jan 2027	Feb 2027	Mar 2027	Apr 2027	May 2027
Council Assembly	Wed 20 **		Wed 8***				Wed 18 ***			Wed 24 %	Wed 17 ***		Sat 15 **
Constitutional Steering Panel		Mon 15				Tue 20			Mon 18		Mon 1	Wed 14	
Party Group Meetings (to be confirmed)	Mon 11	Mon 8 Mon 29			Mon 7 Mon 14		Mon 9		Mon 4 Mon 25	Mon 22	Mon 8 Mon 22		Mon 10
Cabinet		Mon 22	Mon 6		Tue 15	Tue 13		Tue 8	Tue 5	Thu 11	Tue 9		
Cabinet (Livesey Trust) Committee								Tue 8					
Overview & Scrutiny Committee	Wed 20 £££	Mon 22				Mon 5	Wed 4 Mon 23		Wed 6 Mon 18 Tue 19	Tue 10		Mon 12	Sat 15 £££
Health and Care Scrutiny Commission			Wed 1			Mon 12	Mon 30		Tue 26		Mon 1		
Education and Local Economy Scrutiny Commission			Mon 6			Tue 20		Wed 9		Tue 2	Tue 2		
Housing Scrutiny Commission			Tue 14			Mon 19		Tue 1		Wed 3	Tue 23		
Environment, Community Safety and Engagement Scrutiny Commission			Wed 15			Mon 14		Tue 8	Wed 27		Wed 3		
Joint IT Committee			Tue 7				Tue 17				Tue 16		
Audit, Governance and Standards Committee		Mon 1	Mon 13		Tue 8		Tue 24			Mon 1			
Audit, governance and standards (Civic awards) sub-committee											Tue 2		
Corporate Parenting Committee			Wed 15			Wed 21				Wed 24		Wed 21	
Health & Wellbeing Board		Thu 18			Thu 17			Thu 10			Thu 11		
Licensing Committee		Tue 23				Wed 21							
Planning Committee (Major Applications) A		Wed 10	Tue 7 Mon 20			Tue 6	Tue 17		Mon 18		Wed 3	Tue 20	
Planning Committee (Major Applications) B		Wed 24	Tue 14		Wed 9		Tue 3	Mon 14		Tue 9	Wed 24		
Planning Committee (Smaller Applications)		Mon 15 Tue 30			Wed 2	Wed 7	Tue 10	Mon 7	Wed 20		Tue 23		
Borough and London Bridge neighbourhood community meeting								Wed 2&			Wed 10		
Bermondsey neighbourhood community meeting									Wed 13&		Tue 16		
Rotherhithe neighbourhood community meeting									Wed 13&		Tue 16		
Camberwell neighbourhood community meeting									Wed 13&		Mon 15		
Walworth neighbourhood community meeting									Wed 13&		Mon 15		
Nunhead and Peckham Rye neighbourhood community meeting								Wed 2&			Wed 10		
Old Kent Road neighbourhood community meeting								Wed 2&			Wed 10		
Peckham neighbourhood community meeting								Wed 2&			Wed 10		
Dulwich neighbourhood community meeting									Mon 11&		Tue 16		
East Dulwich neighbourhood community meeting									Mon 11&		Tue 16		

\$ subject to venue availability

% budget and council tax setting

** annual meeting / held jointly with the civic awards

*** ordinary meeting

££ to establish sub-committees and chairs

£££ to establish commissions and appoint chairs
& non-decision making meeting

Meeting Name:	Council Assembly
Date:	18 March 2026
Report title:	Special Urgency and Urgent Implementation Decisions – Annual Report 2026
Ward(s) or groups affected:	All
Classification:	Open
Reason for lateness (if applicable):	No
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 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 19 March 2025. There were three urgent implementation/special urgency decisions in this period.

Policy framework implications

8. This report is not considered to have direct policy implications.

Community, equalities (including socio-economic) and health impacts

9. There are no direct community, equalities or health impacts arising from this report.

Climate change implications

10. There are no direct climate change 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	Virginia Wynn-Jones 020 7525 7055

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	Maria Lugangira, Principal Constitutional Officer		
Version	Final		
Dated	6 March 2026		
Key Decision?	No		
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER			
Officer Title		Comments Sought	Comments Included
Assistant Chief Executive Governance and Assurance		No	No
Strategic Director of Resources		No	No
Cabinet Member		No	No
Date final report sent to Constitutional Team			6 March 2026

Urgent Impmentaion and Special Urgency Notices April 2025 - March 2026						
Date of UI or SU	Decision Title	Decision Taker	Responsible Officer	Lead Officer/ Department	Constitutiona l Officer	Reason(s) for UI or SU
31/03/2025 Special Urgency	12-Month Extension of Telecare Contract with Lambeth Council https://moderngov.southwark.gov.uk/ieDecisionDetails.aspx?ID=8311	Strategic Director of Resources	Ade Aderemi	Clive Palfreyman, Strategic Director of Resources	Tim Murtagh	The client (Lambeth Council) sought a late variation to the provisions of the existing contract, which required a series of contractual meetings to agree on the specific changes and adaptations required. // Without Telecare provision for circa 1950 vulnerable Lambeth residents, there may be significant health and safety related hardships, or even fatalities.
09/10/2025 Special Urgency	Gateway 2: Contract Award Approval - Electrical Safety Programme (EICRs) https://moderngov.southwark.gov.uk/ieDecisionDetails.aspx?ID=8448	Strategic Director of Housing	Michael O'Driscoll, Contract Manager (Electrical)	Hakeem Osinaike Strategic Director of Housing	Maria Lugangira	To meet the regulatory deadline, mobilisation must now occur by 28 October 2025 at the latest. If the contract were to follow the standard governance route, mobilisation would be delayed until early December 2025, leaving insufficient time to complete the required volume of EICRs and exposing the council to non-compliance risks.
24/02/2026 Urgent implemenation	The provision of new Council Homes at Joan Street, SE1 https://moderngov.southwark.gov.uk/mgIssueHistoryHome.aspx?IId=50039699&Opt=0	Strategic Director of Resources Director of planning and Growth	Neil Kirby, Assistant Director, Sustainable Growth	Clive Palfreyman, Strategic Director of Resources Stephen Platts Director of planning and Growth	Maria Lugangira	To secure and ensure delivery of 44 new affordable council homes. If the decision is delayed, the new homes will be significantly delayed. Likewise the variation to the existing agreement securing income to off-set the spend on the new homes will also be jeopardised.

Meeting Name:	Council Assembly
Date:	18 March 2026
Report title:	Appointment of Independent Persons
Ward(s) or groups affected:	All
Classification:	Open
Reason for lateness (if applicable):	Not Applicable
From:	Assistant Chief Executive (Governance and Assurance)

RECOMMENDATIONS

1. That council assembly approves the appointment of the two individuals named in the closed report as independent persons for three years with effect from the dates given.

BACKGROUND INFORMATION

2. Section 28 of the Localism Act 2011 requires provision for the appointment of at least one independent person whose views must be sought and taken into account before the authority makes a decision on an allegation or complaint relating to a member.
3. The independent persons will advise the council prior to any decision to investigate an allegation or complaint relating to whether a member has failed to comply with the code of conduct. The independent persons may be consulted by the council's monitoring officer in respect of an allegation against a member in other circumstances. They may also be consulted by a member or co-opted member of the council against whom an allegation or complaint has been made.
4. Additionally, the views of the independent persons will be considered by the council's audit governance and standards committee or its sub-committees, who are responsible for determining the outcome of any complaints and remedial action. The independent person will therefore be required to attend relevant meetings as and when they are called.
5. These persons cannot be a current or past (i.e. in the last five years) member or co-opted member of the authority or a relative or close friend of someone in this position.

6. The Localism Act 2011 requires that the process to appoint independent persons must be open and transparent and any appointment must be approved by a majority of members of the authority, which in effect requires approval by council assembly.

KEY ISSUES FOR CONSIDERATION

7. The council currently has two independent persons who both had their terms of office extended by council assembly in November 2022 after initial periods of four years. One of these will continue in post until November 2025 and the other is standing down at the end of March 2023. The monitoring officer considers that ideally there should be a minimum of three independent persons appointed by the council at any one time to manage anticipated workloads, availability and avoid any potential conflicts - particularly if advising members.
8. At its meeting held on 17 October 2022 the audit governance and standards committee noted the application process and appointed a panel comprising three members of the committee to assist the monitoring officer in interviewing applicants with a view to making appointment recommendations to Council Assembly.
9. Following a shortlisting process, the selection panel met on 24 and 26 January to interview candidates and make a recommendation to council assembly for appointments.
10. Council assembly is asked to appoint the two named individuals set out in the recommendations in the closed report. These were the candidates that the panel proposed for appointment following the interviews. A summary biography for these individuals is set out in Appendix 1 of the closed report.
11. As with independent members in the past, references have been sought and relevant pre-appointment checks have been made. The monitoring officer is satisfied with the outcome of these.
12. The period of appointment is for three years, which can be extended for a further period by council assembly.

Community, equalities (including socio-economic) and health impacts

Community impact statement

13. The position of independent person is required by statute and the individuals appointed play an important part in the work of the council monitoring the probity and conduct of elected councillors for the benefit of the community that the council serves.

Equalities (including socio-economic) impact statement

14. The appointment process for independent persons is an open and transparent one that takes account of the need to ensure that council is complying with the public sector equality duty. The composition of the selection panel was in accordance with the diversity criteria in the council's recruitment process. Overall, the independent persons appointed continue to reflect a diverse representation.

Health impact statement

15. There is no obvious health impact arising from this report.

Climate change implications

16. There is no obvious climate change impact arising from this report.

Resource implications

17. Expenditure relating to recruitment and the annual fixed allowance can be contained within current budgets.

Legal implications

18. The legal statutory context to this re-appointment is set out above.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Audit Governance and Standards Committee – previous reports and agenda	Constitutional Team, 160 Tooley Street, London SE1 2QH	Chidilim Agada 020 7525 7225

APPENDICES

No.	Title
Appendix 1	Biography (see closed agenda)

AUDIT TRAIL

Lead Officer	Doreen Forrester-Brown, Assistant Chief Executive (Governance and Assurance)		
Report Author	Norman Coombe, Specialist Governance Lawyer		
Version	Final		
Dated	3 March 2026		
Key Decision?	No		
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER			
Officer Title		Comments Sought	Comments included
Assistant Chief Executive (Governance and Assurance)		Yes	Incorporated in report
Strategic Director of Resources		No	No
Cabinet Member		No	No
Date final report sent to Constitutional Team			4 March 2026

COUNCIL ASSEMBLY AGENDA DISTRIBUTION LIST (OPEN) (FULL LIST) MUNICIPAL YEAR 2025/26	
NOTE:	Original held by Constitutional Team; all amendments/queries to Virginia Wynn-Jones Tel: 020 7525 7055

ONE COPY TO ALL UNLESS OTHERWISE STATED	Copies	To	Copies
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Councillors (1 each) Councillor Jasmine Ali Councillor Renata Hamvas Councillor Sarah King Councillor Sunny Lambe Councillor Maria Linforth-Hall Councillor Darren Merrill Councillor Leo Pollak Councillor Sandra Rhule Councillor Martin Seaton Councillor Andy Simmons Councillor Cleo Soanes Councillor Kath Whittam Electronic Versions (No hard copy) All other councillors	12	Press Southwark News South London Press Group Offices Arthur Holmes, Labour Group Office Oliver Bradfield, Liberal Democrat Group Office Officers Althea Loderick Clive Palfreyman Doreen Forrester-Brown Rhona Cadenhead Chidilim Agada Aled Richards David Quirke-Thornton Hakeem Osinaike Darren Summers Vishal Seegoolam Constitutional Team (Copies to Virginia Wynn-Jones, 2nd Floor, Hub 2, Tooley Street)	by email by email by email by email by email by email 1 by email by email by email by email by email by email
		Total: Last updated: October 2025	7 20