

Public Document Pack

Lewisham Council Members

Members of the committee, listed below, are summoned to attend the meeting to be held on Wednesday, 30 March 2016.



Barry Quirk, Chief Executive
St Patrick's Day March 17 2016

<p>Councillor Obajimi Adefiranye Councillor Abdeslam Amrani Councillor Chris Barnham Councillor Paul Bell Councillor Peter Bernards Councillor Chris Best Councillor Kevin Bonavia Councillor Andre Bourne Councillor David Britton Councillor Bill Brown Mayor Sir Steve Bullock Councillor Suzannah Clarke Councillor John Coughlin Councillor Liam Curran Councillor Janet Daby Councillor Brenda Dacres Councillor Amanda De Ryk Councillor Joe Dromey Councillor Damien Egan Councillor Colin Elliott Councillor Alan Hall Councillor Carl Handley Councillor Maja Hilton Councillor Simon Hooks Councillor Ami Ibitson Councillor Mark Ingleby Councillor Stella Jeffrey Councillor Liz Johnston-Franklin Councillor Alicia Kennedy Councillor Roy Kennedy Councillor Helen Klier Councillor Jim Mallory Councillor Paul Maslin Councillor David Michael</p>	
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Councillor Joan Millbank Councillor Jamie Milne Councillor Hilary Moore Councillor Pauline Morrison Councillor John Muldoon Councillor Olurotimi Ogunbadewa Councillor Rachel Onikosi Councillor Crada Onuegbu Councillor Jacq Paschoud Councillor John Paschoud Councillor Pat Raven Councillor Joan Reid Councillor Gareth Siddorn Councillor Jonathan Slater Councillor Alan Smith Councillor Luke Sorba Councillor Eva Stamirowski Councillor Alan Till Councillor Paul Upex Councillor James-J Walsh Councillor Susan Wise	
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Council Agenda

Wednesday, 30 March 2016

7.30 pm,

Civic Suite

Lewisham Town Hall

London SE6 4RU

For more information contact: Kevin Flaherty 0208 3149327 (Tel: 0208 314 9327)

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Members of the public are welcome to attend committee meetings. However, occasionally, committees may have to consider some business in private. Copies of agendas, minutes and reports are available on request in Braille, in large print, on audio tape, on computer disk or in other languages.

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RECORDING AND USE OF SOCIAL MEDIA

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The Council cannot guarantee that anyone present at a meeting will not be filmed or recorded by anyone who may then use your image or sound recording.

If you are intending to audio record or film this meeting, you must :

- tell the clerk to the meeting before the meeting starts
- only focus cameras/recordings on councillors, Council officers, and those members of the public who are participating in the conduct of the meeting and avoid other areas of the room, particularly where non-participating members of the public may be sitting.
- ensure that you never leave your recording equipment unattended in the meeting room.

If recording causes a disturbance or undermines the proper conduct of the meeting, then the Chair of the meeting may decide to stop the recording. In such circumstances, the decision of the Chair shall be final.

Agenda Item 1

COUNCIL AGM			
Report Title	Election of Chair		
Key Decision	No		Item No.
Ward			
Contributors	Chief Executive (Head of Business & Committee)		
Class	Part 1	Date: 30 March 2016	

Recommendation

The Council is invited to elect a Chair for the municipal year 2016/17

Agenda Item 2

COUNCIL AGM			
Report Title	Election of Vice Chair		
Key Decision	No		Item No.
Ward			
Contributors	Chief Executive (Head of Business & Committee)		
Class	Part 1	Date: 30 March 2016	

Recommendation

The Council is invited to elect a Vice Chair for the municipal year 2016/17

Agenda Item 3

COUNCIL		
Report Title	Minutes	
Key Decision		Item No.
Ward		
Contributors	Chief Executive	
Class	Part 1	Date: March 30 2016

Recommendation

It is recommended that the minutes of the meetings of the Council which were open to the press and public, held on 24 February 2016 and 4 March 2016 be confirmed and signed as a correct record (copies previously circulated).

Agenda Item 4

COUNCIL		
Report Title	Declarations of Interests	
Key Decision		Item No.
Ward		
Contributors	Chief Executive	
Class	Part 1	Date: March 30 2016

Declaration of interests

Members are asked to declare any personal interest they have in any item on the agenda.

1 Personal interests

There are three types of personal interest referred to in the Council's Member Code of Conduct :-

- (1) Disclosable pecuniary interests
- (2) Other registerable interests
- (3) Non-registerable interests

2 Disclosable pecuniary interests are defined by regulation as:-

- (a) Employment, trade, profession or vocation of a relevant person* for profit or gain
- (b) Sponsorship –payment or provision of any other financial benefit (other than by the Council) within the 12 months prior to giving notice for inclusion in the register in respect of expenses incurred by you in carrying out duties as a member or towards your election expenses (including payment or financial benefit from a Trade Union).
- (c) Undischarged contracts between a relevant person* (or a firm in which they are a partner or a body corporate in which they are a director, or in the securities of which they have a beneficial interest) and the Council for goods, services or works.
- (d) Beneficial interests in land in the borough.
- (e) Licence to occupy land in the borough for one month or more.
- (f) Corporate tenancies – any tenancy, where to the member's knowledge, the Council is landlord and the tenant is a firm in which the relevant person* is a partner, a body corporate in which they are a director, or in the securities of which they have a beneficial interest.
- (g) Beneficial interest in securities of a body where:-

- (a) that body to the member's knowledge has a place of business or land in the borough; and
- (b) either
 - (i) the total nominal value of the securities exceeds £25,000 or 1/100 of the total issued share capital of that body; or
 - (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person* has a beneficial interest exceeds 1/100 of the total issued share capital of that class.

*A relevant person is the member, their spouse or civil partner, or a person with whom they live as spouse or civil partner.

(3) Other registerable interests

The Lewisham Member Code of Conduct requires members also to register the following interests:-

- (a) Membership or position of control or management in a body to which you were appointed or nominated by the Council
- (b) Any body exercising functions of a public nature or directed to charitable purposes, or whose principal purposes include the influence of public opinion or policy, including any political party
- (c) Any person from whom you have received a gift or hospitality with an estimated value of at least £25

(4) Non registerable interests

Occasions may arise when a matter under consideration would or would be likely to affect the wellbeing of a member, their family, friend or close associate more than it would affect the wellbeing of those in the local area generally, but which is not required to be registered in the Register of Members' Interests (for example a matter concerning the closure of a school at which a Member's child attends).

(5) Declaration and Impact of interest on members' participation

- (a) Where a member has any registerable interest in a matter and they are present at a meeting at which that matter is to be discussed, they must declare the nature of the interest at the earliest opportunity and in any event before the matter is considered. The declaration will be recorded in the minutes of the meeting. If the matter is a disclosable pecuniary interest the member must take no part in consideration of the matter and withdraw from the room before it is considered. They must not seek improperly to influence the decision in any way. **Failure to declare such an interest which has not already been entered in the Register of Members' Interests, or participation where such an interest exists, is liable to prosecution and on conviction carries a fine**

of up to £5000

- (b) Where a member has a registerable interest which falls short of a disclosable pecuniary interest they must still declare the nature of the interest to the meeting at the earliest opportunity and in any event before the matter is considered, but they may stay in the room, participate in consideration of the matter and vote on it unless paragraph (c) below applies.
- (c) Where a member has a registerable interest which falls short of a disclosable pecuniary interest, the member must consider whether a reasonable member of the public in possession of the facts would think that their interest is so significant that it would be likely to impair the member's judgement of the public interest. If so, the member must withdraw and take no part in consideration of the matter nor seek to influence the outcome improperly.
- (d) If a non-registerable interest arises which affects the wellbeing of a member, their, family, friend or close associate more than it would affect those in the local area generally, then the provisions relating to the declarations of interest and withdrawal apply as if it were a registerable interest.
- (e) Decisions relating to declarations of interests are for the member's personal judgement, though in cases of doubt they may wish to seek the advice of the Monitoring Officer.

(6) Sensitive information

There are special provisions relating to sensitive interests. These are interests the disclosure of which would be likely to expose the member to risk of violence or intimidation where the Monitoring Officer has agreed that such interest need not be registered. Members with such an interest are referred to the Code and advised to seek advice from the Monitoring Officer in advance.

(7) Exempt categories

There are exemptions to these provisions allowing members to participate in decisions notwithstanding interests that would otherwise prevent them doing so. These include:-

- (a) Housing – holding a tenancy or lease with the Council unless the matter relates to your particular tenancy or lease; (subject to arrears exception)
- (b) School meals, school transport and travelling expenses; if you are a parent or guardian of a child in full time education, or a school governor unless the matter relates particularly to the school your child attends or of which you are a governor;
- (c) Statutory sick pay; if you are in receipt
- (d) Allowances, payment or indemnity for members
- (e) Ceremonial honours for members
- (f) Setting Council Tax or precept (subject to arrears exception)

Agenda Item 5

COUNCIL		
Report Title	Announcements or Communications	
Key Decision		Item No.
Ward		
Contributors	Chief Executive	
Class	Part 1	Date: March 30 2016

Recommendation

The Council is invited to receive any announcements or communications from the Mayor or the Chief Executive.

Former Councillor June Broome RIP

Former Councillor June Broome died in February at the age of 90.

She had a long and distinguished record of public service in a variety of roles including local government, education and the health service. She served two terms of office from 1962-1968 as a Councillor for Lewisham Park ward (now Lewisham Central). She was also a long standing school Governor of Gordonbrock Primary school, in Ladywell.

She was heavily involved in the planning and construction of the new purpose built Watergate school for children with severe learning difficulties.

She also served on the Lewisham and Guys health authority and was a member of the Lewisham Community Health Council for many years.

Her other involvement included the Ladywell Conservation Area planning panel.

More recently she was recognised with a Woman of achievement award from the Council in 2002 and in 2010, she received a special civic award from the Mayor recognising her fifty plus years as a school governor.

Her funeral took place at Hither Green Crematorium on Wednesday 9 March.

Former Councillor Bruce Robertson RIP

Former Councillor Bruce Robertson died in March.

He served one term as Councillor for Sydenham West ward from 1974-1978.

His funeral is scheduled to take place on Wednesday 6 April at Honor Oak Crematorium at 2.30p.m.

Agenda Item 6

COUNCIL AGM		
Report Title	Composition of the Executive	
Key Decision	No	Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: 30 March 2016

To receive written notification from the Mayor of the constitution and composition of the Executive including the Deputy Mayor

The Mayor has informed the Chief Executive that the 9 members, listed below, will continue to serve as members of the Cabinet in the municipal year 2016/17.

Name

Portfolio

Councillor Alan Smith

Deputy Mayor & Growth & Regeneration

Councillor Chris Best

Health, Wellbeing and Older People

Councillor Kevin Bonavia

Resources

Councillor Janet Daby

Community Safety

Councillor Joe Dromey

Policy and Performance

Councillor Damien Egan

Housing

Councillor Paul Maslin

Children & Young People

Councillor Joan Millbank

Third Sector & Community

Councillor Rachel Onikosi

Public Realm

The Council is therefore:

RECOMMENDED to note the constitution and composition of the Executive for the municipal year 2016/17.

Agenda Item 7

COUNCIL AGM		
Report Title	Scheme of Delegation	
Key Decision	No	Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: 30 March 2016

To receive notification in writing from the Mayor of the nature and extent of any decision making powers delegated by him in relation to Executive functions and to incorporate this in the Council's Constitution at Part VIII

The Mayor has not made any changes to the existing powers delegated by him in relation to Executive functions.

The Council is therefore

RECOMMENDED to note that there are no changes to the existing Mayoral Scheme of Delegation in Part VIII of the Council's Constitution.

Agenda Item 8

COUNCIL AGM		
Report Title	Committee Terms of Reference	
Key Decision		Item No.
Ward	n/a	
Contributors	Chief Executive	
Class	Part 1	Date: 30 March 2016

To agree the terms of reference for, size and composition of an Overview and Scrutiny Committee, a Standards Committee and such other committees as the Council thinks fit to deal with matters which are neither reserved to Council nor Executive functions.

There are no changes to the terms of reference of the Overview & Scrutiny Committee, Standards Committee or other committees.

The Council is therefore

RECOMMENDED to note that there are no changes to the terms of reference of the Overview & Scrutiny Committee, Standards Committee or other committees.

Amendment to Agenda Item 8

Proposed by Councillor Hall Seconded by Councillor Bonavia

That the report be amended to reflect the following:-

'At its June 2015 meeting, the Council resolved that Article 6 (7) (b), which relates to the terms of reference of the Business Panel be amended to read as follows:-

"Where a particular issue would fall within the remit of more than one overview and scrutiny select committee to decide on the allocation of the issue for consideration. The Business Panel may allocate to a select committee. Alternatively until the AGM in 2016, it may reserve the matter to itself."

At its meeting in March 2016, the Constitution Working Party (CWP) agreed that it would recommend to Council that the words "until the AGM 2016" should be deleted from this clause.

The Council is therefore

RECOMMENDED to agree the recommendation of the CWP in relation to Article 6(7) (b) to omit the words "until the AGM 2016", but subject to that change to note that there are no changes to the terms of reference of the Overview and Scrutiny Committee, Standards Committee or other committees.'

Agenda Item 9

COUNCIL		
Report Title	Allocation of Seats to Political Groups on the Council	
Key Decision		Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee) & Head of Law	
Class	Part 1	Date: March 30 2016

1. Summary

This report sets out a proposed allocation of seats on committees to political groups on the Council and asks the Council to agree to that proposal.

2. Purpose

The purpose of this report is to comply with the Local Government and Housing Act 1989, which requires the allocation of seats on committees in accordance with the level of representation of political groups on the Council as a whole.

3. Background

Section 15 of the Local Government and Housing Act 1989 places a duty on the Council to review the representation of political groups on its committees where the members of the Council are split into different political groups. A council is deemed to be split into different political groups where there is at least one such group on the Council. There is a particular duty to conduct this review at the Annual General Meeting or as soon as practicable after that.

The Act requires that when it reviews membership of its committees, the Council is under a duty to determine the allocation to the different political groups into which the members are divided, in accordance with principles which are set out in the Act those principles are:-

- That not all the seats are allocated to the same group.
- That the majority of the seats are allocated to the group which has the majority of seats on the Council.
- Subject to the 2 principles above, the number of seats *on the total* of all the ordinary committees allocated to each political group bears the same proportion to the proportion on full Council.

- Subject to the 3 principles above, the number of seats *on each* committee of the authority allocated to each group bears the same proportion to the proportion on full Council.

However, a political group can only be properly established under the Local Government (Committees and Political Groups) Regulations 1990 if at least 2 members give notice to the Proper Officer that they wish to be treated as a political group. As there is only 1 Green Party member on the Council, he does not constitute a group and, though the statutory language may be a little confusing, legal advice is that that member is not entitled by law to the allocation of seats on committees. That said, in the opinion of the Head of Law, in the event of a challenge to a Council decision, a Court would look unsympathetically on a Council that did not allocate any seats to the only member of the Council outside the majority party.

Once the allocations to political groups have been determined, it is the duty of the Council to exercise the power to make appointments to that committee to give effect to the nominations of the political groups concerned.

These political balance requirements also apply to the Overview and Scrutiny Committee and its sub committees (select committees and business panels).

The Act also provides that the Council can make arrangements other than those complying with the political balance requirements if those arrangements are approved without any member of the authority voting against them.

Following the Local Government and Public Involvement in Health Act 2007, Leading Counsel advised that an elected Mayor did not qualify as a member for the purpose of (inter alia) the allocation of seats on Council decision making bodies. That situation was reversed by implementation of the Localism Act 2011 and the Mayor is now included in the majority party number for the purposes of seat allocation. Amendments to the Council Constitution agreed by Council in September 2014 reflect this.

4. Proposed arrangements

The table attached at Appendix 1 shows the proposals for the Council's ordinary Committees. The Proper Officer received written confirmation from the Labour Party regarding its group membership and can confirm that only the Labour Party continues to have the required minimum number of Councillors to sustain a political group.

Lewisham's Constitution provides that the Council will appoint one overview and scrutiny committee consisting of all members of the Council who are not members of the Executive provided that this composition complies with the political balance requirements of the Local Government and Housing Act 1989. If that is not possible or if there is not unanimous agreement at the Annual General Meeting to such arrangements in any year, Article 6 provides that the Council will decide on the composition of the Committee so as to give the widest possible membership to the committee, but excluding members of the Executive. As the Mayor has invited 9 Labour councillors to

serve with him in the Cabinet, there would be 45 members of the Overview and Scrutiny Committee as follows:-

Labour	44
Green	1

The select committees, which are effectively sub committees of the main Overview and Scrutiny Committee under the Constitution, have to have between 7 and 11 members. In the last municipal year there were six select committees with 10 members each.

5. Constitution Working Party

The Constitution provides that this should consist of one representative of each political group and six or the smallest number higher, of councilors required to ensure the political composition of the Council is reflected.

6. Appointments Committee

The Constitution provides that this should consist of the Chair of Overview & Scrutiny, and two such executive members as the Mayor, as Leader of the largest political group, may nominate on a meeting by meeting basis, and two or the smallest higher number of non-executive members required to ensure that the political composition of the Council is reflected.

7. Council Urgency Committee

The Constitution provides that this should consist of the Chair of Council, the Deputy Mayor, one member of the Executive other than the Mayor, the Chair of the Overview and Scrutiny Committee and 2, or the smallest number higher of Councillors required to ensure the political balance of the Council is reflected.

8. Other Committees

In addition to the bodies referred to above, Article 9 of the Constitution also provides for the establishment of 3 Planning Committees, a Strategic Planning Committee, a Licensing Committee, a Licensing (Supplementary) Committee, a Pensions Investment Committee, a Health & Safety Committee, an Elections Committee, a Health and Wellbeing Board and an Audit Panel with the Terms of Reference set out in that Article. No changes to the composition or Terms of Reference are proposed.

9. Chairs of Overview and Scrutiny Select Committees

The Constitution provides in Paragraph 8 of Section E Overview & Scrutiny Procedure Rules that the Chairs and Vice Chairs of the Overview & Scrutiny Select Committees will be allocated in accordance with the proportion of seats held by the political groups on the Council.

10. Legal Implications

The legal implications are contained in the body of the report. The political balance requirements of the Local Government and Housing Act 1989 do not apply to the Mayor and Cabinet. There is no legal requirement for the Chairs or Vice Chairs of any committee to be reserved for members of any particular group,. Any such requirement would be a constitutional and not a statutory provision..

11. Financial implications

There are no specific implications arising from this report

12. Recommendations

Members are asked to:

- (i) approve the proposals in this report in relation to the allocation of seats on ordinary committees as shown in Appendix 1;
- (ii) agree the size of, and allocation of seats on the overview and scrutiny committee and its select committees;
- (iii) agree the composition of the Constitution Working Party,
- (iv) agree the composition of the Appointments Committee;
- (v) agree the composition of the Council Urgency Committee

COUNCIL MEETING Appendix 1 to Item 9

POLITICAL BALANCE

<u>Lab.</u>	<u>Green</u>
54 (98.18%)	1 (1.82%)

<u>Committee</u>	<u>Total</u>	<u>Lab.</u> <u>Actual</u>
Planning (A)	10	10
Planning (B)	10	10
Planning (C)	10	10
Strategic Planning	10	10
Licensing	10	10
Licensing (Supplementary)	10	10
Pensions Investment	8	8
Health & Safety	6	6
Elections	6	6
Audit Panel	6	6

<u>Committee</u>	<u>Total</u>	<u>Lab.</u>
Constitution W.P.	7	7
Appointments	6	6
Council Urgency	6	6
Standards	10	10

Overview & Scrutiny

The numbers for Overview and Scrutiny below assume that the Mayor invites 9 members of the Labour Group to serve with him in the Cabinet

	<u>Total</u>	<u>Lab.</u>	<u>Green</u>
Overview & Scrutiny Committee (balanced)	45	44	1

	<u>Total</u>	<u>Lab.</u>	<u>Green</u>
Overview & Scrutiny Business Panel	10	10	-
Overview & Scrutiny Education Business Panel	10	10	-

Select Committees		Lab.	Green
Healthier Communities	10	10	-
Children & Young People	10	10	-
Public Accounts	10	10	-
Safer & Stronger Communities	10	10	-
Sustainable Development	10	10	-
Housing	10	10	-

Overview & Scrutiny Proportionality (45 Members)	
Lab.	Green
44 (97.78%)	1 (2.22%)

NOTES

1. Planning Committees A, B and C must include no more than 1 member from each Council ward.
2. Strategic Planning Committee shall comprise the Chairs of Planning Committees A, B and C, 5 other members and 2 members of the Cabinet.
3. The membership of the Licensing Committee and Licensing Supplementary Committee shall be identical.
4. The Elections Committee must have at least three non-Executive Councillors.
5. The Standards Committee membership was revised by the Council in June 2012 in accordance with the requirements of the Localism Act 2011 and comprises 10 Councillors, not more than 1 of whom may be a member of the Executive and 6 co-optes
6. The Constitution Working Party shall comprise of 1 representative of each political group and six or the smallest number higher of Councillors to ensure the political composition of the Council is reflected.
7. Appointments Committee consists of the Chair of Overview & Scrutiny Committee, 2 Cabinet members appointed on a meeting by meeting basis and 2 non-Executive members.
8. The Council Urgency Committee consists of the Chair of Council, the Deputy Mayor, one member of the Executive other than the Mayor, the Chair of the Overview & Scrutiny Committee and 2 other Councillors.

Agenda Item 10

COUNCIL AGM		
Report Title	Appointments to Committees	
Key Decision		Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: 30 March 2016

Council appointments to committees for the municipal year 2016/2017

The Council is invited to appoint named members to the following bodies:

- (a) Planning Committee (A)
- (b) Planning Committee (B)
- (c) Planning Committee (C)
- (d) Strategic Planning Committee
- (e) Licensing Committee
- (f) Licensing (Supplementary) Committee
- (g) Pensions Investment Committee
- (h) Health and Safety Committee
- (i) Elections Committee
- (j) Standards Committee
- (k) Council Urgency Committee
- (l) Constitution Working Party
- (m) Appointments Committee
- (n) Audit Panel

NB A schedule of proposed appointments for ratification will be circulated at the meeting

COUNCIL AGM		
Report Title	Appointments to other bodies	
Key Decision		Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: 30 March 2016

Appointments to other committees and organisations for the municipal year 2016/2017

The Council is invited to appoint named members to the following bodies:

- (a) Ackroyd Community Centre Management Committee (1)
- (b) Age Exchange Reminiscence Theatre (1)
- (c) Albion Millennium Green Trust (1)
- (d) Beckenham Place Park Working Party (2)
- (e) Blackheath Joint Working Party (3)
- (f) Deptford Challenge Trust (1)
- (g) Forest Hill and Sydenham Voluntary Service Association (2)
- (h) Green Chain Joint Committee (2)
- (i) Joint Health Overview & Scrutiny Committee (2)
- (j) Ladywell Centre (1)
- (k) Lewisham Citizen's Advice Bureau Management Committee (2)
- (l) Lewisham Disability Coalition (1)
- (m) Lewisham Environment Trust (2 + 1 officer)
- (n) Lewisham Local History Council/Society (1)
- (o) Lewisham Pensioners' Forum Management Committee (1)
- (p) London Youth Games (2)

(q) Marsha Phoenix Memorial Trust (1)

(r) Safer Neighbourhood Board (1)

NB A schedule of nominations received will be circulated at the meeting.

COUNCIL AGM		
Report Title	Council Calendar 2016-17	
Key Decision	No	Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: 30 March 2016

Programme of council meetings for the municipal year 2016/2017

The Council is

RECOMMENDED to

- (i) agree that ordinary meetings of the Council be held on 22 June, 21 September, 23 November 2016, 18 January, 15 February and 22 February (fall-back) and that the Annual General Meeting be held on Wednesday 29 March 2017; and
- (ii) approve the attached schedule of meetings (Appendix A) for the municipal year 2016/17.

DRAFT

LONDON BOROUGH OF LEWISHAM**PROGRAMME OF MEETINGS****APRIL 2016 - MAY 2017**

<u>Day</u>	<u>Date</u>	<u>Committee/Select Committee</u>	<u>Other</u>
Monday	28 March	EASTER MONDAY	Sch Hols
Tuesday	29 March		Sch Hols
Wednesday	30 March	Council AGM	Sch Hols
Thursday	31 March	Adoption Panel	Sch Hols
Friday	1 April		Sch Hols
Monday	4 April		Sch Hols
Tuesday	5 April	Overview and Scrutiny Business Panel Overview and Scrutiny (Education) Business Panel	Sch Hols
Wednesday	6 April	Licensing Committee	Sch Hols
Thursday	7 April		Sch Hols
Friday	8 April		Sch Hols
Monday	11 April		
Tuesday	12 April	Housing Select Committee Corporate Parenting Group workshop	
Wednesday	13 April	Children and Young People Select Committee	
Thursday	14 April	Adoption Panel Safer, Stronger Communities Select Committee Corporate Parenting Group workshop	
Friday	15 April		
Monday	18 April	Sustainable Development Select Committee	
Tuesday	19 April	Healthier Communities Select Committee	
Wednesday	20 April	Mayor and Cabinet Mayor and Cabinet (Contracts) Public Accounts Select Committee	
Thursday	21 April	Planning Committee (A) Amenity Societies Panel	
Friday	22 April		
Monday	25 April	Health and Safety Committee	
Tuesday	26 April	Licensing Committee	
Wednesday	27 April	Overview and Scrutiny Business Panel Overview and Scrutiny (Education) Business Panel	
Thursday	28 April	Strategic Planning Committee Corporate Parenting Workshop	
Friday	29 April		

Monday	2 May	BANK HOLIDAY	
Tuesday	3 May	Planning Committee (B)	
Wednesday	4 May	Amenity Societies Panel	
Thursday	5 May		<i>GLA election</i>
Friday	6 May		
Monday	9 May		
Tuesday	10 May	Housing Select Committee	
Wednesday	11 May	Safer Stronger Communities Select Committee	
Thursday	12 May	Adoption Panel Sustainable Development Select Committee Standards Committee	
Friday	13 May		
Monday	16 May		
Tuesday	17 May	Licensing Committee	
Wednesday	18 May	Healthier Communities Select Committee Design Review Panel Mayor and Cabinet Mayor and Cabinet (Contracts)	
Thursday	19 May	Planning Committee (C) Amenity Societies Panel	
Friday	20 May		
Monday	23 May		
Tuesday	24 May	Overview and Scrutiny Business Panel Overview and Scrutiny (Education) Business Panel	
Wednesday	25 May	Fostering Panel Corporate Parenting Group	
Thursday	26 May	Strategic Planning Committee Adoption Panel	
Friday	27 May		
Monday	30 May	BANK HOLIDAY	
Tuesday	31 May	Amenity Societies Panel Licensing Committee	Sch Hols
Wednesday	1 June	Public Accounts Select Committee Mayor and Cabinet Mayor and Cabinet (Contracts)	Sch Hols
Thursday	2 June	Planning Committee (A)	Sch Hols
Friday	3 June		Sch Hols
Monday	6 June		
Tuesday	7 June	Broadway Theatre Working Group	
Wednesday	8 June	Children and Young People Select Committee	
Thursday	9 June	Adoption Panel Pensions Investment Committee	
Friday	10 June		
Monday	13 June		
Tuesday	14 June	Overview and Scrutiny Business Panel	

		Overview and Scrutiny (Education) Business Panel	
Wednesday	15 June	Amenity Societies Panel Licensing Committee	
Thursday	16 June	Planning Committee (B) Audit Panel	
Friday	17 June		
Monday	20 June		
Tuesday	21 June		
Wednesday	22 June	COUNCIL Design Review Panel	
Thursday	23 June	Housing Select Committee Adoption Panel	
Friday	24 June		
Monday	27 June	Fostering Panel	
Tuesday	28 June	Healthier Communities Select Committee Amenity Societies Panel	
Wednesday	29 June	Sustainable Development Select Committee Mayor and Cabinet Mayor and Cabinet (Contracts)	
Thursday	30 June	Planning Committee (C) Licensing Committee	
Friday	1 July		
Monday	4 July	Safer, Stronger Communities Select Committee	
Tuesday	5 July	Public Accounts Select Committee	LGA Annual Conference
Wednesday	6 July	Corporate Parenting Group	LGA Annual Conference
Thursday	7 July	Adoption Panel Strategic Planning Committee	LGA Annual Conference
Friday	8 July		
Monday	11 July		
Tuesday	12 July	Overview and Scrutiny Business Panel Overview and Scrutiny (Education) Business Panel	
Wednesday	13 July	Children and Young People Select Committee Mayor and Cabinet Mayor and Cabinet (Contracts)	
Thursday	14 July	Planning Committee (A) Amenity Societies Panel	
Friday	15 July		
Monday	18 July		
Tuesday	19 July	Overview and Scrutiny Committee	
Wednesday	20 July		
Thursday	21 July	Adoption Panel	Sch Hols

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Friday	22 July		Sch Hols
Monday	25 July	Fostering Panel	Sch Hols
Tuesday	26 July	Overview and Scrutiny Business Panel Overview and Scrutiny (Education) Business Panel	Sch Hols
Wednesday	27 July	Licensing Committee Mayor and Cabinet (call in) Design Review Panel	Sch Hols
Thursday	28 July	Planning Committee (B) Amenity Societies Panel	Sch Hols
Friday	29 July		Sch Hols
Monday	1 August		Sch Hols
Tuesday	2 August		Sch Hols
Wednesday	3 August		Sch Hols
Thursday	4 August	Adoption Panel	Sch Hols
Friday	5 August		Sch Hols
Monday	8 August		Sch Hols
Tuesday	9 August		Sch Hols
Wednesday	10 August		Sch Hols
Thursday	11 August	Planning Committee (C)	Sch Hols
Friday	12 August		Sch Hols
Monday	15 August		Sch Hols
Tuesday	16 August	Licensing Committee	Sch Hols
Wednesday	17 August		Sch Hols
Thursday	18 August	Adoption Panel	Sch Hols
Friday	19 August		Sch Hols
Monday	22 August		Sch Hols
Tuesday	23 August		Sch Hols
Wednesday	24 August	Design Review Panel	Sch Hols
Thursday	25 August	Adoption Panel Planning Committee (A)	Sch Hols
Friday	26 August		Sch Hols
Monday	29 August	BANK HOLIDAY	Sch Hols
Tuesday	30 August	Licensing Committee	Sch Hols
Wednesday	31 August		Sch Hols
Thursday	1 September	Adoption Panel	Sch Hols
Friday	2 September		Sch Hols
Monday	5 September		
Tuesday	6 September	Amenity Societies Panel Safer, Stronger Communities Select Committee Pensions Investment Committee	
Wednesday	7 September	Mayor and Cabinet Mayor and Cabinet (Contracts) Housing Select Committee	
Thursday	8 September	Planning Committee (B)	

Friday	9 September		
Monday	12 September		
Tuesday	13 September	Healthier Communities Select Committee Audit Panel	
Wednesday	14 September	Sustainable Development Select Committee Children and Young People Select Committee	
Thursday	15 September	Adoption Panel	
Friday	16 September		
Monday	19 September		
Tuesday	20 September	Overview & Scrutiny Business Panel Overview & Scrutiny (Education) Business Panel Licensing Committee	
Wednesday	21 September	COUNCIL Design Review Panel	
Thursday	22 September	Adoption Panel Planning Committee (C) Public Accounts Select Committee	
Friday	23 September		
Monday	26 September		<i>Labour party conference?</i>
Tuesday	27 September		<i>Labour party conference?</i>
Wednesday	28 September	Mayor and Cabinet Mayor and Cabinet (Contracts)	<i>Labour party conference?</i>
Thursday	29 September	Amenity Societies Panel Strategic Planning Committee Adoption Panel	
Friday	30 September		
Monday	3 October		
Tuesday	4 October	Fostering Panel	
Wednesday	5 October	Licensing Committee	
Thursday	6 October	Planning Committee (A)	
Friday	7 October		
Monday	10 October		
Tuesday	11 October	Overview & Scrutiny Business Panel Overview & Scrutiny (Education) Business Panel	
Wednesday	12 October	Children and Young People Select Committee	
Thursday	13 October	Amenity Societies Panel Adoption Panel	
Friday	14 October		
Monday	17 October		
Tuesday	18 October	Housing Select Committee	

		Healthier Communities Select Committee	
Wednesday	19 October	Mayor and Cabinet Mayor and Cabinet (Contracts) Safer, Stronger Communities Select Committee Design Review Panel	
Thursday	20 October	Planning Committee (B) Licensing Committee	
Friday	21 October		
Monday	24 October	Overview and Scrutiny Committee	Sch Hols
Tuesday	25 October	Sustainable Select Committee	Sch Hols
Wednesday	26 October	Public Accounts Select Committee	Sch Hols
Thursday	27 October	Amenity Societies Panel Standards Committee Strategic Planning Committee Adoption Panel	Sch Hols
Friday	28 October		Sch Hols
Monday	31 October	Fostering Panel Health and Safety Committee	
Tuesday	1 November	Overview and Scrutiny Business Panel Overview and Scrutiny (Education) Business Panel	
Wednesday	2 November	Licensing Committee	
Thursday	3 November	Planning Committee (C)	
Friday	4 November		
Monday	7 November		
Tuesday	8 November	Strategic Planning Committee	
Wednesday	9 November	Amenity Societies Panel Mayor and Cabinet Mayor and Cabinet (Contracts)	
Thursday	10 November	Adoption Panel Children and Young People Select Committee	
Friday	11 November		
Monday	14 November		
Tuesday	15 November	Pensions Investment Committee	
Wednesday	16 November	Corporate Parenting Group Housing Select Committee	
Thursday	17 November	Licensing Committee Planning Committee (A)	
Friday	18 November		
Monday	21 November		
Tuesday	22 November	Overview and Scrutiny Business Panel Overview and Scrutiny (Education) Business Panel	
Wednesday	23 November	COUNCIL Design Review Panel	
Thursday	24 November	Amenity Societies Panel Healthier Communities Select Committee	

		Adoption Panel	
Friday	25 November		
Monday	28 November	Safer, Stronger Communities Select Committee	
Tuesday	29 November	Sustainable Development Select Committee	
Wednesday	30 November	Public Accounts Select Committee	
Thursday	1 December	Planning Committee (B)	
Friday	2 December		
Monday	5 December		
Tuesday	6 December	Audit Panel Licensing Committee	
Wednesday	7 December	Mayor and Cabinet Mayor and Cabinet (Contracts)	
Thursday	8 December	Amenity Societies Panel Adoption Panel	
Friday	9 December		
Monday	12 December		
Tuesday	13 December	Overview and Scrutiny Business Panel Overview and Scrutiny (Education) Business Panel	
Wednesday	14 December	Strategic Planning Committee Design Review Panel	
Thursday	15 December	Planning Committee (C)	
Friday	16 December		
Monday	19 December		
Tuesday	20 December		
Wednesday	21 December	Mayor and Cabinet (Call in)	
Thursday	22 December		Sch Hols
Friday	23 December		Sch Hols
Monday	26 December	BANK HOLIDAY	Sch Hols
Tuesday	27 December	BANK HOLIDAY	Sch Hols
Wednesday	28 December		Sch Hols
Thursday	29 December		Sch Hols
Friday	30 December		Sch Hols
Monday	2 January	BANK HOLIDAY	Sch Hols
Tuesday	3 January		
Wednesday	4 January	Licensing Committee	
Thursday	5 January	Amenity Societies Panel Planning Committee (A) Adoption Panel	
Friday	6 January		
Monday	9 January		
Tuesday	10 January	Housing Select Committee	
Wednesday	11 January	Children and Young People Select Committee Mayor and Cabinet	

		Mayor and Cabinet (Contracts)	
Thursday	12 January	Healthier Communities Select Committee	
Friday	13 January		
Monday	16 January		
Tuesday	17 January	Safer, Stronger Communities Select Committee	
Wednesday	18 January	COUNCIL	
Thursday	19 January	Amenity Societies Panel Planning Committee (B) Adoption Panel	
Friday	20 January		
Monday	23 January	Overview and Scrutiny Committee	
Tuesday	24 January	Sustainable Development Select Committee	
Wednesday	25 January	Public Accounts Select Committee	
Thursday	26 January	Licensing Committee Strategic Planning Committee	
Friday	27 January		
Monday	30 January	Health and Safety Committee	
Tuesday	31 January	Overview and Scrutiny Business Panel Overview and Scrutiny (Education) Business Panel	
Wednesday	1 February	Corporate Parenting Group	
Thursday	2 February	Amenity Societies Panel Planning Committee (C) Adoption Panel	
Friday	3 February		
Monday	6 February		
Tuesday	7 February	Pensions Investment Committee	
Wednesday	8 February	Mayor and Cabinet Mayor and Cabinet (Contracts) Licensing Committee	
Thursday	9 February	Strategic Planning Committee	
Friday	10 February		
Monday	13 February		
Tuesday	14 February	Overview and Scrutiny Business Panel Overview & Scrutiny (Education) Business Panel	
Wednesday	15 February	Mayor and Cabinet (Budget Update) Mayor and Cabinet (Contracts) COUNCIL	
Thursday	16 February	Planning Committee (A) Adoption Panel	
Friday	17 February		
Monday	20 February		Sch Hols
Tuesday	21 February	Overview and Scrutiny Business Panel Overview & Scrutiny (Education)	Sch Hols

		Business Panel Licensing Committee	
Wednesday	22 February	Mayor and Cabinet (call in) Council	Sch Hols
Thursday	23 February		Sch Hols
Friday	24 February		Sch Hols
Monday	27 February		
Tuesday	28 February	Children and Young People Select Committee	
Wednesday	1 March	Healthier Communities Select Committee Mayor and Cabinet Mayor and Cabinet (Contracts)	
Thursday	2 March	Planning Committee (B) Licensing Committee Adoption Panel	
Friday	3 March		
Monday	6 March		
Tuesday	7 March	Housing Select Committee	
Wednesday	8 March	Safer, Stronger Communities Select Committee Sustainable Development Select Committee	
Thursday	9 March	Overview and Scrutiny Committee	
Friday	10 March		
Monday	13 March		
Tuesday	14 March	Overview and Scrutiny Business Panel Overview and Scrutiny (Education) Business Panel	
Wednesday	15 March	Public Accounts Select Committee	
Thursday	16 March	Planning Committee (C) Adoption Panel	
Friday	17 March		
Monday	20 March		
Tuesday	21 March	Strategic Planning Committee Licensing Committee Audit Panel	
Wednesday	22 March	Mayor and Cabinet Mayor and Cabinet (Contracts)	
Thursday	23 March		
Friday	24 March		
Monday	27 March		
Tuesday	28 March		
Wednesday	29 March	COUNCIL AGM	
Thursday	30 March	Planning Committee (A) Adoption Panel	
Friday	31 March		
Monday	3 April		
Tuesday	4 April	Overview and Scrutiny Business Panel	

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		Overview and Scrutiny (Education) Business Panel	
Wednesday	5 April		
Thursday	6 April		
Friday	7 April		

Easter weekend – Friday 14-Monday 17 April 2017

Agenda Item 13

COUNCIL AGM		
Report Title	Appointments by the Mayor	
Key Decision	No	Item No.
Ward		
Contributors	Chief Executive (Head of Business and Committee)	
Class	Open	Date: 30 March 2016

13. Appointments by the Mayor

The Mayor is due to make appointments to the following organisations for the municipal year 2016/17:

- (i) Adoption and Permanency Panel (1)
- (ii) Catford Regeneration Partnership Ltd (2)
- (iii) Children & Young People Stakeholders Forum (2)
- (iv) Corporate Parenting Group (8)
- (v) Greater London Enterprise (1)
- (vi) Greenwich co-operative Development Agency (1)
- (vii) Groundwork London (1)
- (viii) Groundwork Local Authority Strategic Input Board (1)
- (viii) Health & Well Being Board (2)
- (ix) Joint Street Lighting Committee (2)
- (x) Lewisham Homes Board (3)
- (xi) Lewisham Schools for the Future LEP Limited (1)
- (xii) Lewisham Schools for the Future SPV Ltd. (1)
- (xiii) Lewisham Schools for the Future SPV 2 Ltd. (1)
- (xiv) Lewisham Schools for the Future SPV 3 Ltd. (1)
- (xv) Lewisham Schools for the Future SPV 4 Ltd. (1)
- (xvi) Lewisham Schools for the Future Holdings Ltd. (HOLDCO) (1)
- (xvii) Lewisham Schools for the Future Holdings 2 Ltd. (1)
- (xvii) Lewisham Schools for the Future Holdings 3 Ltd.
- (xix) Lewisham Schools for the Future Holdings 4 Ltd.
- (xx) Local Authorities Action for South Africa – National Steering Committee
- (xxi) Local Government Association High Ethnicity Special Interest Group(1)
- (xxii) Local Government Association – General Assembly (4)
- (xxiii) Local Strategic Partnership (4)
- (xxiv) London Accident Prevention Council (2)
- (xxv) London Councils
 - (a) Leaders' Committee
 - (b) Grants Committee

- (c) Greater London Employment Forum
- (d) Transport & Environment Committee
- (xxvi) New Cross Gate Trust (1)
- (xxvii) Phoenix Community Housing Association (2)
- (xxviii) Positive Ageing Council (1)
- (xxix) SACRE (3)
- (xxx) Social Services (Access to Personal Files) Panel
- (xxxi) Social Services Fostering Panel (1)
- (xxxii) South East London Combined Heat and Power (SELCHP) Board (1 plus a Deputy)
- (xxxiii) South East London Transport Strategy Group (1)
- (xxxiv) South East London Waste Disposal Group (1)
- (xxxv) Voluntary Action Lewisham (2)
- (xxxvi) Wide Horizons Education Trust (1)
- (xxxvii) Works Council

NB A schedule of actual appointments made will be circulated at the meeting for the information of the Council.

Agenda Item 14

Council			
Report Title	Pay Policy Statement		
Key Decision	Yes	Item Number	
Ward			
Contributors	Head of Human Resources		
Class	Open	Date	30 March 2016

1. Introduction

The purpose of this paper is to present a policy statement on the pay of officers as per Section 38 of the Localism Act 2011.

2. Summary

The Localism Act requires each local authority to publish a statement which identifies the Council's approach to pay and in particular sets out pay arrangements for the chief officer posts i.e. heads of service, executive directors and the chief executive.

3. Recommendations

Agree the pay policy statement as attached as Appendix 1 to this report.

4. Statement content and operation

The statement sets out the levels of remuneration for the Council's chief officers as well as Council's general approach to pay i.e. it identifies how jobs are evaluated, graded and the relationship between roles. The report explains the position of additional payments and identifies the relevant terms and conditions as required by statute.

Once agreed by the Council, the Pay Policy Statement will form the basis on which the Council remunerates employees particularly those at the chief officer level, as required by Section 41 of the Localism Act 2011

Guidance under the Localism Act sets out an expectation that the Council will have regard to any proposal that the Mayor may have before the statement is considered. The proposed statement was therefore put to the Mayor and Cabinet on 10th February 2016, where it was agreed.

5. Independent Executive Remuneration Panel

The Council has set up an Independent Executive Remuneration Panel (IERP), the terms of reference of the panel are:

To advise the Council's appointments panel on the appropriate pay framework and pay structure relating to the chief executive.

To advise the Chief Executive on the appropriate pay framework and pay structure relating to Executive Directors and Heads of Service.

To consider and commission reports on pay levels relevant to Heads of Service, Executive Director and Chief Executive roles.

To consider how individual pay anomalies should be addressed.

To provide a sounding for consultation on national pay issues.

With the publication of the pay statement the Council will be compliant with nearly all aspects of the Hutton Fair Pay Code. The panel meets at a minimum on a yearly basis to make any recommendations to the statement. .

The IERP has agreed the proposed pay statement for 2016/17.

6. Financial Implications

The cost of appointing and remunerating members of the Independent Remuneration Panel will be contained within existing budgets. Adopting the proposed pay policy statement does not in itself give rise to any other direct financial implications, although in due course recommendations from the IERP, if adopted, may have direct financial implications.

7. Legal Implications

The pay policy statement attached to this report complies with the requirements of Section 38 of the Localism Act 2011 which required all local authorities to prepare a pay policy statement for the financial year 2012 -2013 and every financial year thereafter. Chapter 8 of the Localism Act 2011 sets out the information which a pay policy statement must contain. Section 40 of the Act also requires the Council to have regard to any guidance issued or approved by the Secretary of State. Guidance under Section 40 was issued in February 2012 and the attached pay policy statement takes account of this guidance.

A pay policy statement must be approved by a resolution of the Council before it comes into force, and the Council complied with the requirement to have a statement in force and approved before the end of 31st March 2012. Each subsequent statement must be prepared and approved before the end of 31st March immediately preceding the financial year to which it relates. The Council has complied with this requirement in subsequent years. The Council complied with the requirement to have its 2015/16 statement prepared and approved before the end of 31st March 2015. The pay policy statement for 2016/17 must be in force and approved before the 31st March 2016.

Additional guidance under Section 40 of the Localism Act was issued in February 2013 . As with the earlier guidance, the Council is required under Section 40 to have regard to this guidance when preparing its pay policy statement. This new guidance included commentary on how local authorities had complied with the original guidance. The new guidance also introduced two new requirements. The first requirement is for local authorities with directly elected mayors. The guidance sets out an expectation that the Council would involve the directly elected mayor and have regard to any proposals that the mayor may have before the statement is considered and approved. The second requirement is that that the pay policy statement should include a requirement that full council is required to vote in relation to any severance packages of over £100,000 (including redundancy pay, holiday pay and pension entitlements).

The Mayor has been provided with a draft copy of the 2016/17 pay policy statement on 10th February 2016 in accordance with the new guidance, and the Mayor has recommended the pay policy statement to the Council. The guidance requires the Council to have regard to the Mayor's proposals.

With regard to the guidance on severance payments this states that the Council should consider putting a requirement in place that full Council should be given an opportunity to vote before large severance packages (which the guidance recommends should be defined as over £100,000) are provided to staff leaving the organisation. The guidance states that it considers that a severance package will include a number of potential components, including redundancy compensation, pension entitlements and holiday pay.

There are likely to be a number of difficulties with this requirement. Firstly, a number of the elements of the “severance package” are likely to be contractual and/or statutory entitlements, such as redundancy compensation, pension entitlements and holiday pay. If the Council decided not to approve payments of this type then this is likely to result in the Council being in breach of contract and/or statute. It is feasible that a member of staff’s pension and redundancy compensation alone could take them above the £100,000 threshold without any further payments being made to them. Secondly, the requirement to hold a vote at full Council could delay the making of any payments, again this has the potential of placing the Council in a position where it may be in breach of contract and/or other legislation. A delay could also fetter the Council’s ability to effectively settle any potential claims against the authority, particularly in situations where a timely settlement may be the most cost effective resolution. Thirdly, where the Council enters into settlement of potential claims, it is often a term of any settlement agreement that the settlement remains confidential. This can be of benefit to the Council as well as to the employee. If a vote at full Council was required then it may be difficult for the Council to provide the confidentiality required by these agreements. If the confidentiality requirement of an agreement was breached this could lead to further claims against the Council and it may be difficult for the Council to provide evidence that confidentiality had definitely not been breached when details of the potential settlement had been distributed to full Council.

As set out above, the Localism Act 2011 requires the Council to have regard to the guidance. This does not require the Council to follow the guidance in circumstances where it has considered the requirements of the guidance but where the Council considers that it has good reasons for not following the guidance.

The draft pay policy statement attached to this report does not include a requirement that full council is required to vote before large severance packages are provided to staff leaving the organisation. This report recommends that the Council approve the draft pay policy statement for the reasons set out above.

Once a pay policy statement is in force, any decision of the authority made after 1st April 2016 and relating to remuneration or other terms and conditions of chief officers must comply with the pay policy statement in force at the time. An authority may amend its pay policy statement by resolution.

In the event that the Council wished to adopt a pay policy that does not reflect the current contractual arrangements in place for the employment of officers, then this may give rise to employment law implications.

**London Borough of Lewisham
Pay Policy Statement
2016/17**

1. Introduction

The Council seeks to be a fair and good employer of choice and in doing so deliver effective services in the borough. It seeks to engage talented people at all levels of the organisation and to benefit from the exercise of these people's talents. To this end it sets its pay (and reward packages generally, including pensions, etc) in accordance with a fair pay policy and with regard to national and regional pay policy. In doing so it has regard to changing conditions in differing occupational labour markets. The Council's people management strategy recognises the need for a committed and engaged workforce which is rewarded fairly for its motivation, adaptability, innovation and achievement.

Whatever their role, the Council seeks to ensure that every member of staff is valued and remunerated on a fair and just basis – taking into account the burden of personal responsibility their job requires, the delivery expectations placed upon them, as well as any requirements for the exercise of any particular expertise or speciality. The Council wants people to do valuable work and it wants the work to be of value to the workers performing the roles. It is for this reason that the Council has decided that it will conform to the London Living Wage and wherever it is lawful to do so, requires payment of the London Living Wage by its contractors.

The Council's pay strategy is designed to ensure that its pay structures are fair, support a sustainable management structure and foster managerial accountability and effectiveness and provide value for money to the tax payer.

The Council's approach to pay is to:

- ensure pay levels are right to provide the right levels of reward and motivation; and
- ensure pay levels are affordable by the Council

It is set in the wider context of a remuneration policy focussed on:

- employee roles
- employee development
- benefits (including pension)
- salary

The Council's management arrangements continue to be reviewed to optimise the effectiveness of management while reducing its overall cost (by a process of reducing managerial overheads and by reviewing managerial layers as well as spans of managerial control).

2 Remuneration of chief officers

The definition of chief officers including Executive Directors and Service Heads appears in paragraph 22. Chief officers are all graded as Heads of Service or higher depending on their responsibilities.

The Council pays its chief officers on the following scales shown with pay rates for 2015/16. Some of these pay rates have been increased for the first time in 5 years, whereas those earning more than £100K have had no rises in this time period. In the course of 2016/17 these figures may be increased by a maximum of any increase negotiated by the appropriate negotiating body. Generally post holders are not remunerated at a higher level than the position they report to.

Employees	Scale	From	To
Heads of Service (JNC4)	3 points	£75,627	£80,589
Heads of Service (JNC3)	3 points	£91,776	£96,738
Director of Public Health	8 points	£75,249	£101,451
Directors (JNC2)	3 points	£102,678	£107,538
Executive Directors (JNC1)	3 points	£135,867	£141,123
Chief Executive	Fixed point	£192,387	

Pay points for chief officers and the Chief Executive are determined following independent pay expert advice. The remuneration for chief officers on these pay points is determined by reference to Hay job evaluation advice, save where chief officers have transferred to the Council under statutory provisions which entitle them to retain their pre transfer pay scales. The Council's levels of pay for chief officers are regularly benchmarked against other London Councils. These benchmarking exercises show that Lewisham's pay levels for Executive Directors and Heads of Service fall at the 71st and 47th percentile respectively amongst London Councils.

The salary paid to chief officers is inclusive of all hours worked and no additional payments are paid to chief officers apart from those specifically set out in any of the following paragraphs. Since July 2011 the Chief Executive has been engaged on a part-time (0.6) basis and is remunerated pro rata to the fixed point referred to in the table above.

An Independent Executive Remuneration Panel (IERP) has been established since 2011 to advise on the appropriate pay framework and structure for chief officer positions. In fulfilling this role the Remuneration Panel:

- supports the achievement of the Council's aims,
- takes account of wider public sector pay policy and good practice,
- ensures their decisions are proportionate, fair and equitable and support equal pay principles, including having regard to the "Fair Pay" code published by the Review of Fair Pay in the Public Sector,
- takes account of appropriate pay differentials, including relationship and multiples between chief officers and all employees,
- develops pay policies which attract, retain and motivate senior managers of the right quality and talent,
- takes account of the resources required in transitioning to any revised arrangements.

3 Remuneration of employees who are not chief officers

The majority of employees who are not chief officers are appointed on NJC for Local Government terms and conditions. This will remain the case for 2016/17.

Remuneration for posts below chief officer will normally be determined by either the Greater London Provincial Council job evaluation scheme or the Hay job evaluation scheme. In both cases they are designed to ensure fairness and reward, making assessments based on objective criteria. In 2016/17 salary levels for employees who are not chief officers will range from £17,055 per annum (see below) to £68,505 per annum.

Apprentices within the Council are paid the equivalent of the National Living Wage, regardless of their age, during the first year of their apprenticeship and the equivalent of the LLW in their final year.

Save for apprentices who are excluded from the London Living Wage Scheme, in 2016/7 the Council will not pay below point 8 (currently £17,055 of the Greater London pay spine) and has adopted a policy of not paying below the current level of the London Living Wage (LLW), calculated on an annual basis (i.e. after any pay awards for that year have been agreed and implemented). Because of this, for the purposes of this Pay Policy Statement the Council defines its lowest paid employee as an employee earning the full time equivalent salary for the LLW, without any additional payments. This is to enable a pay multiple to be calculated against the Chief Executive's full time equivalent salary. The Council has agreed a maximum pay multiple of 13 to 1. In 2015/16 had the Chief Executive worked on a full time basis he would have earned not more than 11.3 times that of the lowest paid employee. In effect, the 2015/16 pay multiple was below the maximum figure.

Council policy is to pay chief officers in accordance with pay scales set by reference to the Hay job evaluation scheme and non chief officers in accordance with the pay scales set by reference to the Greater London Provincial Councils (GLPC) job evaluation scheme. This does not apply to chief officers who have transferred to the Council under statutory provisions which entitle them to remain on their pre-transfer levels of pay. The Hay Scheme remunerates employees above the levels of the GLPC scheme. As at January 2016 the median average of the pay of chief officers is 3.2 times that of all non chief officer posts (excluding apprentices). The IERP have endorsed the current senior pay structure and believe that this has served the Council well, particularly in the context of the changes to public services. The IERP has been requested to keep this relationship under review to ensure it is fair and appropriate.

4. Performance related pay

As with chief officers, the Council does not pay bonuses or performance related pay to any of its employees.

5 Market supplements

In a limited number of cases the Council currently makes market supplement payments to employees. During 2016/17, the Council may make such market supplement payments where market conditions dictate that this is necessary to recruit or retain suitable staff where it would otherwise be unable to do so. Market supplements are not currently and normally will not be paid to any chief officers.

6 Approach to remuneration on recruitment

New employees, including chief officers, are normally appointed to the bottom of the particular pay scale applicable for the post. If the employee's existing salary falls

within the pay scale for the post, the employee is normally appointed to the nearest point on the scale which is higher than their existing salary. In cases where the existing salary is higher than all points on the pay scale for the new role, the employee is normally appointed to the top of pay scale for the role.

7 Appointment to new posts paid in excess of £100,000 per annum

Where it is proposed to appoint to a post which is not in existence at the time of the publication of this pay policy statement, and the proposed remuneration is more than £100,000 per annum the appointment may not be made unless the Council has agreed to the level of remuneration attaching to the position. This provision does not apply to any roles which transfer to the Council through either TUPE or any other equivalent or similar statutory transfer process. This requirement does not apply to roles arising out of restructures to which the Council is obliged to match existing employees to or conduct a ring fenced recruitment exercise.

8 Increments and pay awards

For all employees the Council's usual policies on incremental progression and application of appropriate pay awards will apply.

9 Additional salary payments

Council policy allows for an additional salary payment to be made to employees to reflect duties of an exceptional nature that are required to be undertaken which are over and above the normal requirements of the employee's post.

In accordance with Council policy, additional salary payments may be agreed for all employees, in the case of chief officers this is made up to the value of five increments (currently a maximum of £12,405). No additional salary payments of this nature are currently made to Executive Directors or the Chief Executive and this will remain the case in 2016/17.

However, the post of Director of Public Health is entitled to receive additional payments of £8,917 in respect of a director supplement. Medical Consultants are able to submit an application for either a local or national Clinical Excellence Award for specific projects/work. If successful an award is made which becomes a permanent element of pay. Awards can be made at 12 levels ranging from £2,957 to £75,796.

Employees within the School Improvement team and Educational Psychologists are entitled to receive additional payments of up to 3 pay points on the Soulbury pay scale. Employees are able to submit an application which takes into account certain criteria, including length in post and contribution to the development of the service. If successful an award is made which becomes a permanent element of pay. Awards for strategic leaders, the most senior posts, will be at 3 levels, with the award for each level (the equivalent of 1 pay point) at an average of £1,103.

10 Resilience for emergencies: disaster/incident recovery, command and control

The Council is required to have measures in place to respond to any major incident in the borough. There is an emergency plan in place which is supported by a team of senior officers within the Council, led by the Chief Executive. Responding to incidents so as to ensure adequate recovery requires 24/7 management coverage by

those senior managers who are able to perform these emergency incident roles. The Chief Executive and Executive Directors do not receive any additional payment for undertaking this role which is incorporated into their contracts of employment. Other senior staff, including other chief officers, who undertake a role in emergency planning and disaster recovery for the borough and participate in the emergency rota receive an additional payment. In the case of roles covered by chief officers, other than Executive Directors, this payment is £2,000 per annum.

11 Terms and Conditions of employment

The terms and conditions of employment for Council employees (excluding those who have transferred under specific statutory provisions) are as negotiated nationally by the relevant Negotiating Body for Local Authority Employees and supplemented/amended by any policies or procedures agreed.

The negotiating bodies which apply to employees include:

- The National Joint Council for Local Government Employees, commonly known as the Green Book, applicable to most non-teaching professional and support staff in the Council.
- The Joint Negotiating Committee for Chief Executives of Local Authorities
- The Joint Negotiating Committee for Chief Officers of Local Authorities
- The National NHS Staff Council
- The Soulbury Committee

The employment conditions and any subsequent amendments are incorporated into employees' contracts of employment. The Council's employment policies and procedures are reviewed on a regular basis in the light of service delivery needs and any changes in legislation etc.

The Council reached an Agreement with the local trade unions on 1 April 2008, known as Single Status, which applies to most of its employees up to Chief Officer level. This included the introduction of a single pay and grading structure together with a new job evaluation scheme (the GLPC scheme). The Agreement also sets out the Council's working arrangements and the payments to be made to employees for working outside normal working hours including overtime, and call out payments.

12 Interim and Consultant engagements

Any temporary or short term engagement should be made through REED. In exceptional circumstances where it becomes necessary to engage a specialist interim or consultant to cover a PAYE position the individual is required to complete a HMRC questionnaire which is then processed through the HMRC website to establish whether the individual is self employed or an employee and they are then paid accordingly.

If the Council is engaging a company the contract is with the company and not the individual. The contract should have a start and end date and specify the work to be undertaken. This work should not be work that is covered by a Council JD as this is the work of 'an employee'.

13 Election Fees

At any election time, approximately 500 – 600 Council staff will be employed on election duties of varying types. The fees paid to Council employees for undertaking election duties vary according to the type of election they participate in and the nature of the duties they undertake. All election fees paid are additional to Council salary and are subject to normal deductions for tax.

Returning Officer duties (and those of the Deputy Returning Officer) are contractual requirements but fees paid to them for national elections/ referendums are paid in accordance with the appropriate Statutory Fees and Charges Order/Guidance from London Councils.

In 2016, the election for the Mayor of London and the members of the London Assembly is due to take place in May. Fees for this election will be fixed by reference to the amounts reimbursed by the Greater London Returning Officer. There will be a national referendum relating to membership of the European Union on 23 June 2016. Fees will be paid in accordance with the relevant Charging Order.

14 Pensions

All Council employees are eligible to join the Local Government Pension Scheme. The Council does not enhance pensionable service for its employees either at the recruitment stage or on leaving the service, except in certain cases of retirement on grounds of permanent ill-health where the strict guidelines specified within the pension regulations are followed. Teachers and NHS staff have their own pension schemes.

15 Payments on ceasing office

The general position

Employees who leave the Council, including the Chief Executive and chief officers, are not entitled to receive any payments from the Council, except as detailed below.

Retirement

Employees who contribute to the Local Government Pension Scheme who elect to retire at age 55 or over are entitled to receive immediate payment of their pension benefits in accordance with the Scheme. Early retirement, with immediate payment of pension benefits, is also possible under the Pension Scheme on grounds of permanent ill-health at any age.

The Council will consider applications for flexible retirement from employees aged 55 or over on their individual merits and in the light of service delivery needs. Approval is conditional upon the employee agreeing to reduce their hours/pay by not less than 40%. Benefits closely reflect those permitted by Regulation 18 of the Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2007/1166.

Redundancy

Employees who are made redundant are entitled to receive statutory redundancy pay as set out in legislation calculated on their actual salary. In addition the Council has a policy for the payment of further compensation, of an amount based on statutory limits. This scheme may be amended from time to time in accordance with the Council's Constitution.

Voluntary Severance

Voluntary Severance payments may be made where it is in the Council's best interests to do so; such payments should comply with any applicable legislation and the Council's Voluntary Severance scheme at the time.

Settlement of potential claims

Where an employee leaves the Council's service in circumstances which are, or would be likely to, give rise to an action seeking redress through the courts from the Council about the nature of the employee's departure from the Council's employment, the Council may settle such claims by way of compromise agreement where it is in the Council's interests to do so. The amount to be paid in any such instance may include an amount of compensation, which is appropriate in all the circumstances of the individual case. Should such a matter involve the departure of an Executive Director or the Chief Executive it will only be made following external legal advice that it would be legal and reasonable to pay it.

Payment in lieu of notice

In exceptional circumstances, where it suits the Council's service needs, payment in lieu of notice is made to employees on the termination of their contracts.

Other payments

There may be exceptional circumstances not envisaged by the pay policy, where payments may be made, provided they are in the Council's best interests, comply with applicable statutory requirements and with Council policy.

16 Re-employment

Employees who have left the Council on grounds of redundancy will not normally be re-employed for a period of one year and for 2 years in the case of voluntary severance.

Applications for employment from employees who have retired from the Council or another authority or who have been made redundant by another authority will be considered in accordance with the Council's normal recruitment policy. However like many authorities, Lewisham operates an abatement policy which means that any pension benefits that are in payment could be reduced on re-employment in local government.

17 Memorandum of Co-Operation

The Council has signed up to a Memorandum along with other London Councils, which attempts to address recruitment and retention issues for children's social workers. The Memorandum includes a cap on agency worker rates, which the Council will comply with.

18. Gender Pay Differentials

The Council considers it good practice to publish information on gender pay differentials by comparing the differences in the median level of earnings between female and male employees. The median earnings for female employees stands at £32,930 and male median earnings at £27,879. The Council therefore has a gender pay differential of 1:0.85.

19. Exceptional circumstances

The provisions of this pay policy are designed to set out the Council's normal approach to remuneration and to provide transparency for the public about its policies relating to remuneration. However exceptional circumstances may occasionally arise where it would be appropriate to depart from the detailed provisions set out in this policy where Council service needs demand. This pay policy authorises such payment if appropriate specialist external advice is that it would be appropriate to make an exception in any particular case, in which case the Council may act in accordance with that advice

20. Publication of and access to information relating to remuneration

The Council will publish details of all chief officer positions. This will be published at the same time as the Council's statement of accounts.

21 Publication and amendment

The Council will publish this Pay Policy Statement on its website and may amend it at any time during 2016/17 if it is of the opinion that it is appropriate to do so. Any amendments to it will also be published on the Council's website.

22 Definition of chief officers

Within this Pay Policy Statement, chief officer includes the following roles: the Council's Chief Executive, Monitoring Officer and those fulfilling statutory chief officer roles as set out in section 2(6) of the Local Government and Housing Act 1989. It also includes non-statutory chief officers as set out in section 2(7) of that Act, which includes all officers for whom the Chief Executive is directly responsible, those who report directly or are directly accountable to the Chief Executive and those who are directly accountable to the Council itself or any committee or sub-committee.

Within this Pay Policy Statement, the term chief officer also includes those who are a deputy to a statutory or non-statutory chief officer referred to above (i.e. those who report directly or are directly responsible to a statutory or non-statutory chief officer, as set out in section 2(8) of that Act). It does not include those employees who report to the Chief Executive or to a statutory or non-statutory chief officer but whose duties are solely secretarial or administrative.

Council Annual General Meeting			
Report Title	Catford Regeneration Partnership Limited – 2016/17 Business Plan		
Key Decision	Yes	Item No.	
Ward	All		
Contributors	Executive Director for Resources & Regeneration		
Class	Part 1	Date: 30 March 2016	

1. SUMMARY

- 1.1 The Catford Regeneration Partnership Limited (CRPL) is a wholly owned company of Lewisham Council. The company was originally created in January 2010 to purchase the leasehold interests in and around the Catford Centre in order to manage and regenerate the property to improve the economic, social and environmental wellbeing of the people of the London Borough of Lewisham.
- 1.2 This report presents the company’s 2016/17 Business Plan as considered at Mayor & Cabinet in advance of this meeting of Council. The plan continues to set the scene about the need to broaden the business activities to provide a more resilient base, support wider regeneration in Catford and the surrounding area and provide wider investment opportunities for the CRPL going forward.
- 1.3 This report and Business Plan was put forward to Mayor and Cabinet on 2nd March 2016. The Mayor agreed that the contents of the Business Plan for the CRPL Ltd be received and be submitted to the next available meeting of Council for approval. On 15th March the report went to the Overview and Scrutiny Business Panel (OSBP) for further discussion. A number of issues were discussed around the timeline of the regeneration project and the Panel want to be provided with timescales and timelines around the Catford regeneration project.
- 1.4 OSBP suggested that a third, non-executive Director is appointed to the CRPL in line with good company practice. The two existing CRPL Directors are employees of Lewisham Council and the Committee suggest that a third, non-executive Director would provide an independent input to the overall strategy around the Catford regeneration.
- 1.5 OSBP are keen to bring forward the regeneration of Catford and to be involved in the redevelopment process. OSBP further enquired as to when the decant of Milford Towers is likely to be completed.

- 1.6 A question was asked in relation to the rate of interest currently charged by the Council to CRPL and whether the rate could be fixed on a longer term basis. The Head of Audit, Risk and Risk Management, provided a response.
- 1.7 A number of general questions were raised relating to the quality of tenant within the centre and how more national retailers may be enticed into taking a unit within the centre. However, because of the short term leases that CRPL is currently offering this is difficult because the larger retailers will want certainty of at least 10 year leases with the automatic right to renew at the end of the lease term.

2. PURPOSE OF THE REPORT

- 2.1 To submit the 2016/17 Business Plan for the Catford Regeneration Partnership Limited.

3. RECOMMENDATION

The Council is recommended to:

- 3.1 approve the contents of the 2016/17 Business Plan for the Catford Regeneration Partnership Limited (CRPL).

4. POLICY CONTEXT AND BACKGROUND

- 4.1 Lewisham's overarching sustainable communities strategy sets out a vision for the future of the borough. One of the priorities laid out in the strategy is to develop, build and grow communities that are *dynamic and prosperous – where people are part of vibrant communities and town centres, well connected to London and beyond*. This report supports the aims of the strategy.
- 4.2 This report is also in alignment with the Council's corporate policy. Lewisham's Strategic Asset Management Plan sets out the approach to using property effectively in order to achieve the Council's objective of making Lewisham the best place in London to live, work and learn. It suggests a proactive approach for the use of the Council's assets as they have a key role to play in supporting the borough's regeneration aims.
- 4.3 The content of this report also supports the aims of Lewisham's regeneration strategy of 'people, prosperity and place'. This links the Council's corporate priorities to the development and regeneration of Lewisham's communities, the local economy and the built environment.
- 4.4 The CRPL was set up in January 2010 following Council approval. The company was tasked with the following activities:

- To continue the effective management of the Catford Centre, ensuring that the operational management standards remain high and that the full commercial potential of the centre is being realised through letting and renewal strategies.
 - To enable the redevelopment of the Catford Centre by working with Lewisham Council to undertake a regeneration process and reach a commercial agreement with key stakeholders in the town centre, in order to contribute to the regeneration aims for the town centre as a whole.
- 4.5 At the company's inception, the Articles of Association were agreed. These detail how and when the company must interact with its shareholders. In this case it is Lewisham Council, which is the sole shareholder.
- 4.6 Operational responsibility for the company is given to the Lewisham Council nominated company directors.
- 4.7 The company is required to submit a business plan for approval by the Council as shareholder for each financial year, in this case, for 2016/17.
- 4.8 This year's business activities for 2016/17 will be seeking to clarify timescales for the regeneration programme for Catford Town Centre and accordingly set a revised break notice date, if appropriate, to be incorporated within its commercial leases. The current expiry date for commercial leases is no later than 31st January 2018. The existing landlord's break option allows the CRPL the authority to terminate any lease within its portfolio in January 2018. It is felt that this restriction has discouraged some tenants by not affording any guarantee that a lease will stay in operation beyond that date. As a result, tenant investment into a shop business is generally minimal given the knowledge that a tenant may be required to leave short of the normal five year lease term.

5. CURRENT POSITION AND 2016/17 BUSINESS PLAN

- 5.1 Since the acquisition of the Catford Centre in February 2010, the CRPL has been working on operational management issues to ensure that the centre is fit for purpose, meets quality standards, and that rent is collected in a timely manner. The company directors have ensured that all health and safety standards continue to be complied with and a significant amount of major repair works have been identified and completed.
- 5.2 In line with the plans presented in previous financial years, the CRPL has continued to develop an effective and efficient management approach for the operation of the property through a team of professional advisors, including an in house surveyor from the Council's corporate asset services team and external agents that oversee daily management of the property and report to the directors of the CRPL.

- 5.3 Over the course of the last year, significant sums of money have been spent on repairs and maintenance for some of the properties within the portfolio. This has been a mixture of planned and routine work, but has also included emergency and responsive work deemed necessary to ensure that those properties have remained fully operational. It should be noted that any delay in the commencement, progress and completion of the redevelopment of Catford is likely to have an adverse impact on the CRPL's cash flow position as such unplanned and responsive repairs and maintenance issues will still need to be dealt with as they arise.
- 5.4 During 2014, the CRPL received approval from Mayor & Cabinet to acquire the Brookdale Club Limited's freehold premises in Catford. The acquisition is a significant component of the Council's wider regeneration initiatives to facilitate the regeneration of the Town Centre. To date, the transaction has exchanged contracts, but not yet completed. It is likely that the acquisition will be finalised during the course of the 2016/17 financial year.
- 5.5 The CRPL is forecasting a surplus in 2015/16 and is budgeting for a surplus in 2016/17. This demonstrates that the company continues to operate successfully with these surpluses being utilised to meet the deficit from the 2013/14 financial year.

6. FINANCIAL IMPLICATIONS

- 6.1 The financial implications are included in the Business Plan 2016/17 which is attached at Appendix 1.

7. LEGAL IMPLICATIONS

- 7.1 The legal implications are included in the Business Plan 2016/17 which is attached at Appendix 1.

8. EQUALITY IMPLICATIONS

- 8.1 There are no immediate equalities implications directly arising from this report or the associated business plan which is attached at Appendix 1. Any equality implications for the future regeneration programme will be considered at the appropriate time as Catford undergoes its redevelopment.

9. CONCLUSION

- 9.1 The approval of this report by full Council will allow the CRPL to proceed with the activities, aims and objectives as detailed in the 2016/17 Business Plan.

10. BACKGROUND PAPERS

Short title of document	Date	File Location	Contact Officer
Catford Regeneration Partnership Ltd – 2015/16 Business Plan	13 th May 2015 (Mayor & Cabinet)	Regeneration & Asset Management	Kevin Pulsford
Catford Centre Mayor & Cabinet Report	27 th January 2010 (Council)	Regeneration & Asset Management	Kevin Pulsford

If there are any queries on this report please contact:

Selwyn Thompson, Head of Financial Services on 020 8314 6932 or

Ralph Wilkinson, Head of Public Services on 020 8314 6040.

Catford Regeneration Partnership Ltd

Business Plan 2016/17

Introduction

Catford Regeneration Partnership Limited (CRPL) is a wholly owned subsidiary of Lewisham Council. The company was originally created in January 2010 to purchase the leasehold interests in and around the Catford Centre in order to manage and regenerate the property to improve the economic, social and environmental wellbeing of the people of the London Borough of Lewisham (LBL).

The purpose of this business plan is to set out the company's objectives, activities, and budget for 2016/17 for agreement by the Council as sole shareholder in accordance with the company's articles of association (listed at Appendix B).

Structure and governance

The CRPL currently has two directors, Ralph Wilkinson (LBL Head of Public Services) and Selwyn Thompson (LBL Head of Financial Services). The directors are responsible for the day to day running of the company in line with the articles of association and have other statutory duties as defined by the Companies Act 2006. The directors must take account of the approved business plan when exercising their functions in the management of the company. The directors are appointed and removed by the Council as sole shareholder.

In line with the plans presented to the Council in previous financial years, the CRPL has continued to develop an effective and efficient management approach for the operation of the property through a team of professional advisors, including an in-house surveyor from the LBL Estates team and external agents that oversee daily management of the property and report to the directors of CRPL. The in-house officers' time is recharged to the company as and when appropriate. The CRPL no longer has direct employees; the centre manager and cleaning supervisor were transferred to Cushman & Wakefield under TUPE in autumn 2015.

Certain key decisions in relation to the company are classified as reserved matters and must be approved by the Council as sole shareholder. The Mayoral Scheme of Delegation allows specific officers to take executive decisions in relation to the Company where appropriate. The complete list of shareholder reserved matters is included in Appendix B, with key matters including:

- the approval of each Business Plan;
- the approval of each Budget and in any financial year changes over £50,000 in any one amendment to the Budget and changes to the Budget exceeding £200,000 in aggregate in any financial year (as set out in section 25.2 of the Articles of Association).
- the making of any acquisition or disposal by the Company other than in accordance with the then current Business Plan and Budget;
- the making of any application for planning permission;
- the implementation of any regeneration initiative other than in accordance with the then current Business Plan.

These reserved matters ensure that the Council retains control over the direction of future regeneration proposals. The Council's Catford Programme Board, chaired by the Chief Executive, has had responsibility for setting the overall direction on the regeneration of Catford town centre. The CRPL is represented at these programme board meetings, which have been used as the mechanism for updating the Council on progress against the company's objectives.

Objectives

The CRPL has continued to work alongside the Council to build on the proposed delivery strategy and commercial approach for a regeneration programme for Catford town centre. The CRPL directors propose the following company objectives for the 2016/17 financial year:

- To continue the effective management of the Catford Centre and other CRPL assets, ensuring that the operational management standards remain high and that the full commercial potential of the centre is being realised through letting and renewal strategies.
- To agree with the Catford Programme Board revised timescales for the regeneration programme for Catford Town Centre. Dependant on timescales, the CRPL will set a revised break notice date to be incorporated within its commercial leases, currently 31st January 2018.
- To ensure sustainable financial models are developed that allow progression from current holding and operation positions through redevelopment, into successful future investment positions.
- To enable the redevelopment or partial/comprehensive refurbishment of the Catford Centre and other CRPL assets by working with Lewisham Council to evolve and undertake a regeneration process and reach a commercial agreement with key stakeholders/potential partners.
- Work with Lewisham Council, in order to contribute to the regeneration and investment aims as a whole through property related activities.
- To enable CRPL to acquire and dispose of key properties that are considered strategic or surplus to further regeneration aims within the borough. This is not to be limited only to properties with commercial use.

Activities

In order to achieve these objectives, CRPL continues to and will in the future promote, commission, undertake or participate in a range of activities, including:

Centre and Property Management

- Rent collection and arrears management;
- Service charge administration; including reconciliations to tenants and the creation of future service charge budgets;
- Tenant liaison; operational issues, lease issues and queries on wider regeneration aims;
- Health & safety; assessment and compliance of property, day to day implementation of H&S policies and practices;
- Facilities management and maintenance; ensuring that all of the landlord's obligations are met, create and maintain a schedule of repairs, major works, improvements and comprehensive redecoration as required;
- Asset management, including acquisitions and disposals, redevelopment and lease regears (such as lease renewals, rent reviews and new lettings);
- Legal proceedings relating to leases and rental arrears;
- Data management; maintenance of accurate records and accounts;

- The CRPL contracts; procurement and management of services provided to the CRPL by outside parties. These include centre management, legal, accountancy, landlord and tenant advice and asset management services.

Regeneration

- Procurement of professional services (in conjunction with LBL)
- Consultation (in conjunction with LBL)
- Commercial negotiation with other land owners/potential partners
- Engagement with stakeholders (in conjunction with LBL)
- Retail, Commercial, Leisure and Residential proposals
- Design/feasibility/master-planning/place-making/financial modelling work
- Planning strategies (led by LBL)
- Milford Towers decant strategy (led by LBL)
- Council office design (led by LBL)
- Residential proposals (in conjunction with LBL)
- Development management.

Key professional services to assist the CRPL in the delivery of these activities include:

- Cushman & Wakefield - Managing agents
- Mason Owen – Retail letting agents
- Johnson Fellows - Surveyors & rent review negotiators
- Field Fisher – Solicitors

Operational Review 2015/16

Commercial Lease lettings and renewals – The CRPL continues to take a flexible approach in entering into leases with commercial tenants including temporary lettings to cover service charge and business rates. There have been a number of changes of occupiers in the past year with a number of tenants (Purelife and Sense) triggering tenant break clauses and vacating short of the term of their leases. There is generally a reasonable demand for vacant shops with the smaller ones proving more popular. New shop tenants tend to be of a relatively low covenant, often sole traders with little or no capital for investment in their units prepared to enter into a short term non-protected lease with a landlord's break option in January 2018. Having a break date within less than two years of the lease commencement date can discourage better covenant tenants and has a detrimental effect to attracting a higher quality tenant to encourage footfall to the Centre. The CRPL will be working towards putting back the break date by as far as possible in order to make its units more attractive to a wider range of users whilst taking into account the expected timescales of the proposed regeneration.

Sense (4 Winslade Way) and Purelife (5 Winslade Way) both left the Centre in the autumn of 2015. Sense triggered a break clause citing poor trade and vacated in October 2015. The unit has been marketed since and a new tenant is due to complete its lease in March 2016. Purelife also triggered its break clause, citing difficult trading conditions, and vacated in November 2015. A new tenant, Cutie Couture, has taken a one year lease from February 2016.

There were no rent reviews carried out in the 2015/16 year.

Residential leases and renewals – The CRPL holds a number of self-contained residential flats situated above the commercial shops. The majority of flats are leased on Assured Shorthold Tenancies (ASTs) with two leased to the London Borough of Lewisham Private Sector Lettings team. Numbers 17a and 18a Catford Broadway are in need of significant refurbishment in order to make them habitable. Number 17a is vacant and the tenant at 18a has been served

notice to quit in March 2016. This became necessary as a result of a partial ceiling collapse due to an overburdened roof structure. Once 18a has become vacant, the CRPL will seek advice and pricing on refurbishing both flats and offering to the residential market either by means of an AST or through the Council's private sector letting team.

Brookdale Club Purchase – The CRPL has exchanged contracts on the purchase of the Brookdale Club as reported in its 2015/16 Business Plan. The acquisition is a significant component of the Council's wider regeneration initiatives to facilitate the regeneration of the town centre. Completion of the purchase was expected in Quarter 2 of 2015/16 and is now expected to complete during 2016/17. Once the purchase is completed it is intended that the property is leased to a private or community organisation seeking D1 or D2 accommodation on the ground floor. The upper parts will be used for residential purposes, either through ASTs or to ease the burden for temporary housing. The CRPL can lease properties on ASTs, which the Council is unable to do.

Financial Review 2015/16

Overall the company budgeted for a surplus of £50k for this financial year and this is forecast to be achieved. This will broadly offset the deficit which was made in 2014/15, mainly due to major repairs work undertaken on residential lettings.

Rental Income – This has again held up well, despite a number of properties in the Catford Centre being vacant for a period due to lease expiry. A few residential properties were vacant for a while due to repair work being carried out. A number of leases provide for a gross rent with the company meeting the service charge and other costs, thus increasing both income and property costs.

Employee Costs – These costs have reduced due to the transfer of the two employees to Cushman and Wakefield. There is a corresponding reduction in the service charge Income recovery.

Repairs – The overall spend on non-recoverable costs, exclusive of works in relation to new commercial lettings was higher than projected as repair works to the residential properties were higher than forecasted.

Professional Fees – These have been kept at low levels due to the establishment of good working practices with those providing the service.

Working Capital Loan – A loan of £250,000 from LB Lewisham was taken out in May 2015, as provided for in the original agreement. This will be repaid over five years.

Interest Rate on Outstanding Loans – The interest rate charged on the loan to the CRPL by the Council has been further reduced from 4.8% to 4.3% with effect from 10th May 2015. This reflected the continuing downward movement in interest rates and the reduced risks now that the company has been trading for over 5 years.

Operational Review 2016/17

Until a decision is taken on the vacant possession approach by the elected members of the Council, the CRPL will take the best interim commercial view of all property management activity and will fully assess actions and risks on the basis of the best information available at that time with regards to the vacant possession date. The CRPL believes that it is prudent therefore to base its 2016/17 budget projections on the current development target date of January 2018. All of the lettings and renewals have a rolling development break clause from this date.

However, as stated earlier, having a break date within less than two years of the lease commencement date discourages better covenant tenants and has detrimental effects to attracting a higher quality tenant to encourage footfall to the Centre. The CRPL will therefore be working towards putting back the break date by as far as possible in order to make its units more attractive to a wider range of users whilst taking into account the expected timescales of the proposed regeneration.

Inline with the Company's objects (section 2 - Articles of Association) to carry on a business that will improve the economic, social and environmental well being of the area and the residents of Catford and the wider London Borough of Lewisham, the CRPL will continue to take a pro-active view in relation to acquisitions, regeneration, development and investment activities both within Catford and the wider London Borough of Lewisham.

The CRPL's strategic approach will help the company to become more financially resilient whilst also assisting the Council to further its regeneration and meet its corporate objectives. In doing this, the following areas will specifically be reviewed and additional professional advice sought to ensure that the Business Plan is deliverable and that risks are appropriately managed.

- **Tax Implications** of CRPL buying and selling properties
- **Procurement procedures** – to have CRPL's own procedures or deploy those of the Council.

Budget Review 2016/17

The CRPL is projecting a small budget surplus in 2016/17. This shows that the company is operating successfully and it is considered that this is a fair budget assumption given the 2015/16 outturn position. This surplus will be utilised to meet the deficits from previous years. It is based on the 2015/16 outturn and projects the running costs and rental income from the Catford Centre and adjoining properties.

Rental and Service Charge Analysis – An analysis of rental income against the projected figures has been undertaken. This considers issues such as rent free periods for new lettings and arrears and is considered to be a prudent assumption on likely future rental income. It is expected that the income will not be significantly affected by a target vacant possession date after January 2018, due to the estate being nearly fully let.

The CRPL takes a flexible approach to its lease renewals and lettings. This approach includes temporary lettings to cover service charge and business rates and also short term lettings to allow flexibility around future regeneration plans.

The shopping centre service charge is a separate cost to tenants and all expenditure is reconciled with their payments at the end of the service charge year. The budget is based on actual spend figures for the previous service charge year, assumptions on increased costs and the renegotiation of service contracts. The accounts are externally audited to ensure that the CRPL is meeting all of the requirements of the service charge code. The expenditure for the 2015/16 service charge year (1 October - 30 September) is approximately £0.45m.

Repairs – The level of the CRPL repairs budget, which relates to anything that is not covered by the service charge, has been maintained at the level of previous years. Regular inspections are undertaken to ensure that all planned maintenance work can be undertaken. However a contingency has been allowed for unforeseen repair work.

APPENDIX A

CATFORD REGENERATION PARTNERSHIP LTD

PAST, CURRENT AND FUTURE YEARS BUDGETS

	2014/15 Final Outturn £000	2015/16 Original Budget £000	2015/16 Forecast Outturn £000	2016/17 Draft Budget £000
<u>INCOME</u>				
Lease Rents Receivable	1,115cr	1,080cr	1,124cr	1,100cr
Other Income	32cr	0	23cr	0
Service Charge Recoveries	142cr	140cr	91cr	52cr
TOTAL INCOME	1,289cr	1,220cr	1,238cr	1,152cr
<u>EXPENDITURE</u>				
<u>CRPL Costs</u>				
CRPL Employee Costs	91	84	32	0
LBL Staff Recharges	70	68	67	64
Letting and Renewals Fees	74	80	80	80
Property Purchase and Running Costs	170	130	130	130
Major Works, Repairs and Maintenance	163	80	120	100
Insurance Costs (Net)	11	30	16	18
Professional Fees and Misc Costs	60	10	20	20
	639	482	465	412
<u>Loan Repayments</u>				
Interest	616	553	510	496
Principal	113	132	211	218
	729	685	721	714
TOTAL EXPENDITURE	1,368	1,167	1,186	1,126
NET PROFIT (cr) / LOSS	79	53cr	52cr	26cr

APPENDIX B - Shareholder reserved matters

- 1 the CRPL's articles of association identify the following items as shareholder reserved matters:
 - 1.1 the approval of each Business Plan;
 - 1.2 the approval of each Budget and in any financial year changes over £50,000 in any one amendment to the Budget and changes to the Budget exceeding £200,000 in aggregate in any financial year;
 - 1.3 the declaration and/or payment of any dividends by the Company save where such declaration and distribution is made in accordance with the Company's dividend policy;
 - 1.4 the approval of and any change to the Company's dividend policy;
 - 1.5 the increase in any indebtedness of the Company other than in accordance with the prevailing Budget;
 - 1.6 the commencement by the Company of any new business not being ancillary to or in connection with the Business or making any change to the nature of the Business;
 - 1.7 the Company participating in any activity which is detrimental to and/or incompatible with the Business;
 - 1.8 the making of any political or charitable donation;
 - 1.9 the making of any acquisition or disposal by the Company other than in accordance with the then current Business Plan and Budget;
 - 1.10 writing off a bad debt exceeding £25,000 provided that if debts of that person or organisation have been written off by the Company in the previous three years in an aggregate amount of £50,000 or more, the decision to write off any further bad debts for that person or organisation shall also be a reserved matter;
 - 1.11 the making of any application for external funding;
 - 1.12 the repurchase or cancellation by the Company of any shares, or the reduction of the amount (if any) standing to the credit of its share premium account or capital redemption reserve (if any) or any other reserve of the Company;
 - 1.13 a change of name of the Company or location of its registered office;
 - 1.14 any issue of new shares in the Company.
 - 1.15 the devolution or transfer of all or part of the management of the Company or its business to persons who are not directors of the Company and, if approved, the terms of such devolution;

- 1.16 without limiting the generality of article 25.15, the appointment of any Chief Executive Officer or person holding a similar role and the terms of such appointment;
- 1.17 the appointment or removal of any director of the Company;
- 1.18 the engagement of (and terms of engagement of) any individual person as a consultant (but excluding for such purposes any firm/professional advisers) or employee;
- 1.19 the engagement of (and terms of engagement of) any company, partnership, individual person or other entity for the provision of services to the Company where the services provided are not contemplated in the then current Business Plan and Budget and/or where the value of the services is above the Official Journal of the European Union limit for services and/or where the services have not been tendered in accordance with the [Company's Contract Lettings Procedure];
- 1.20 any change to the terms of employment/engagement and/or remuneration of a person referred to in articles 25.18 and 25.19;
- 1.21 the letting of any contract for the provision of supplies to the Company where the supplies provided are not contemplated in the then current Business Plan and Budget and/or where the value of the contract is above the Official Journal of the European Union limit for supplies and/or where the contract has not been tendered in accordance with the [Company's Contract Lettings Procedure];
- 1.22 the letting of any contract for the provision of works to the Company where the works provided are not contemplated in the then current Business Plan and Budget and/or where the value of the contract is above £200,000 and/or where the contract has been not tendered in accordance with the [Company's Contract Lettings Procedure];
- 1.23 the instigation of any court proceedings where the directors have not taken appropriate legal advice or where such proceedings would be against that legal advice;
- 1.24 the authorisation of the levying of distress against the occupants of land or property in arrears where the directors have not taken appropriate legal advice or where such actions would be against that legal advice;
- 1.25 the making of any application for planning permission;
- 1.26 the implementation of any regeneration initiative other than in accordance with the then current Business Plan;
- 1.27 the commencement of any winding-up or dissolution of or the appointment of any liquidator, administrator or administrative receiver of the Company or any of its assets unless it shall have become insolvent.

Council		
Title	Constitutional Matters: Public Transport Liaison Committee	
Key decision	N/A	
Contributor	Head of Law	
Class	Part 1 (open)	30 March 2016

Reason for lateness and urgency

The report has not been available for five clear working days before the meeting and the Chair is asked to accept it as an urgent item. The report was not available for despatch on Thursday 17 March 2016 because a decision was due at constitution working party on 21 March. The report cannot wait until the next meeting because there is an established and pressing need for the Council to continue the activity set out in the report.

1. Summary

- 1.1 This report proposes the creation of a Public Transport Liaison Forum. It sets out the proposed terms of reference (appendix 1) for the Forum and asks Members to establish it as a body of the Council.

2. Recommendations

Council is asked to agree:

- 2.1 To the creation of a Public Transport Liaison Forum.
- 2.2 Subject to agreement of the terms of reference in appendix 1, to appoint the Chair and Vice-Chair of Sustainable Development Select Committee and the Cabinet Member with responsibility for Transport to sit on it.
- 2.3 Subject to the agreement of the recommendations in 2.1 and 2.2, to amend article 12 of the Council's constitution in order to incorporate the forum as a body of the Council.

3. Background

- 3.1 The public transport liaison committee was an informal body, which provided a forum for discussion and information sharing between councillors, community groups in Lewisham and public transport providers. It was set up under the remit of London Councils and Transport for London by agreement with London boroughs. A member of the Council chaired the forum and it was supported by Council officers.
- 3.2 The purpose of the group was to provide councillors and other representatives of the public with the opportunity to discuss operational problems directly with public

transport providers. It also served as a forum for public transport providers to consult public transport users, and address the issues and difficulties that they face.

- 3.3 The forum previously met four times a year – and invitations were sent to the following organisations:
- Transport for London
 - Network Rail
 - Rail operators – South Eastern, Southern, Thameslink, DLR, LOROL
 - Bus Operators – Abellio, Arriva, FirstGroup, Go-ahead, Metrobus, Stagecoach
 - Transport user groups
 - Local assemblies
 - Local residents societies
- 3.4 The format for the meeting involved a call for questions from the invitees. These questions would be collated and sent to the relevant organisations who would endeavour to respond in advance of the meeting. The agenda for each meeting would therefore comprise of the questions and answers, for both bus-related issues, and for rail-related issues, and the Chair of the meeting would lead a discussion on any matters arising.
- 3.5 The forum was a place for discussion that enabled the views of stakeholders to be put to providers. It did not have decision making powers.
- 3.6 A reorganisation of the teams that deliver the Council's transport related activities resulted in the loss of the officer support to the liaison committee and from March 2015, the group ceased to meet. This led to a review of the activities of the public transport liaison committee and an appraisal of options for the future.
- 3.7 At its meeting on 21 March, the Constitution Working Party received a report entitled, *options for the future of the public transport liaison committee*. The report set out these four options for the future of the group:
- a) To cease the activity
 - b) To incorporate it as a body of the Council
 - c) To incorporate its functions in the Programme of Overview and Scrutiny
 - d) To explore a digital approach to its future operation
- 3.8 The working party resolved to recommend option B.
- 3.9 The working party also discussed the potential membership and the terms of reference for the new group. The proposed membership and terms of reference are set out at appendix 1.
- 4. Legal implications**
- 4.1 The legal implications are reflected in the body of the report.
- 4.2 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age,

disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

4.3 In summary, the Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

4.4 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.

4.5 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at: <http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

4.6 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:

- The essential guide to the public sector equality duty
- Meeting the equality duty in policy and decision-making
- Engagement and the equality duty
- Equality objectives and the equality duty
- Equality information and the equality duty

4.7 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: <http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

5. Financial implications

- 5.1 Should Council agree to the incorporation of the Public Transport Liaison Forum, as a body of the Council resources would need to be allocated to enable its delivery.
- 8.2 Some of the activity could be incorporated into existing functions (primarily in transport casework and asset management) however; there is currently no capacity available to provide services to clerk and minute a new group. Work would need to take place in order to make capacity available to facilitate this work.

Appendix 1: proposed terms of reference

Background Information

- Report on options for the future of the public transport liaison committee considered at Constitution Working Party on 21 March 2016

For any further information on this report call Kath Nicholson, Head of Law on 0208 3147648

Appendix 1: Public Transport Liaison Forum terms of reference

Body	Composition	Terms of reference
Public Transport Liaison Forum	Chair and Vice-Chair of Sustainable Development Select Committee and the Cabinet Member with responsibility for transport.	<p>The Public Transport Liaison Forum will provide a place for councillors and members of the public to meet with public transport providers operating in Lewisham in order to:</p> <ul style="list-style-type: none"> • enable local users of transport services and councillors to raise issues with providers of public transport services • enable transport providers to supply responses to those issues and further information about services and proposed services to councillors and local users

Council		
Title	Constitutional Matters: Joint Health Overview and Scrutiny Committee	
Key decision	N/A	
Contributor	Head of Law	
Class	Part 1 (open)	30 March 2016

Reason for lateness and urgency

The report has not been available for five clear working days before the meeting and the Chair is asked to accept it as an urgent item. The report was not available for dispatch on Thursday 17 March 2016 because of the time taken to reach agreement on the terms of reference. The report cannot wait until the next meeting because the decision on changes to services (as set out in the report) is due before the next meeting of Council.

1. Summary

- 1.1 This report proposes the creation of a Joint Health Overview and Scrutiny Committee (JHOSC) with Lambeth, Southwark, Croydon and Lewisham as the participant authorities. Its purpose will be to scrutinise proposals from the South London and Maudsley NHS Foundation Trust (SLaM) on changes to the current service model of Place of Safety provision within the SLaM area, from four separate Places of Safety, for the boroughs of Southwark, Lambeth, Lewisham and Croydon, to one centralised Place of Safety, provided in Southwark.
- 1.2 The report sets out the proposed terms of reference (appendix 1) for the JHOSC and asks Council to appoint two members to it.

2. Purpose

- 2.1 The creation of a JHOSC will enable the views of the affected local authorities on SLaM's changes to the provision of Places of Safety to be heard. There is also a legal requirement for the establishment of a JHOSC where the proposals would affect more than one council area.

3. Recommendations

Council is asked to agree:

- 3.1 To the creation of a JHOSC with the participant authorities being Lambeth, Southwark, Croydon and Lewisham, with the terms of reference set out in Appendix 1.
- 3.2 Subject to agreement of the recommendation in 3.1 above:

- (a) to appoint two councillors to sit on that joint committee
- (b) to agree that the councillors appointed to the JHOSC be able to nominate substitutes to attend meetings of the JHOSC in their place in the event that they are unable to attend.
- (c) That the terms of reference do not include the power to make a report to the Secretary of State (under regulation 23(9) of the Regulations in relation to the proposal from SLaM for Croydon, Lambeth, Lewisham and Southwark Councils.

4. Background

- 4.1 Places of Safety are provided by SLaM for a people who are brought to hospital under powers granted by Section 136 of the Mental Health Act. This power can be used by police officers if someone is in a public place and the police have concerns about them. Across the SLaM there are currently four places of safety, or '136 Suites', where people can be brought, assessed and cared for. The four suites are located at each of SLaM's four hospital sites. Following an assessment in one of these suites by a doctor and an interview with an Approved Mental Health Professional the person can either be discharged with or without referral for further mental health support, or admitted for further treatment.
- 4.2 SLaM believes that the current provision of places of safety is inadequate and it has had difficulty in maintaining availability of staff, resulting in the suites being closed regularly. During the period January 2015 through to August 2015, the Trust reports that it was unable to provide any place of safety to the Police on 40 occasions.
- 4.3 The Trust's proposal is for the development of a central place of safety. The aim of the proposed model is to ensure that an assessment facility is always available.
- 4.4 Set out in Section 244 NHS Act 2006 and Regulation 23 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 (the Regulations) is the requirement that relevant NHS bodies or relevant health service providers consult an affected local authority when a substantial variation or substantial development of health services in the area is under consideration.
- 4.5 The Regulations also state that where proposals would affect more than one authority, those authorities must respond through one committee. This can be achieved by establishing a joint overview and scrutiny committee for the purposes of consultation.
- 4.6 The four Councils are legally compelled to establish the joint committee for the purposes of consultation on the current proposals by SLaM and once established only it may:
 - (a) Make comments on the proposals;
 - (b) Require the provision of information about the proposals; and/or
 - (c) Require the attendance of a member or officer of the relevant NHS body or health service provider to answer questions in connection with the consultation.

4.7 Authorities have the power to refer proposals for substantial variation of health services in the area to the Secretary of State if they consider:

(a) The consultation has been inadequate

(b) Where there has been no consultation the relevant NHS body or health service provider has not adequately explained the reason why it did not do so in terms of urgency relating to the safety or welfare of patients or staff.

(c) A proposal would not be in the interests of the health service in the area.

5. Legal implications

5.1 The legal implications are reflected in the body of the report. In addition, executive members are prohibited from membership of the JHOSC.

5.2 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

5.3 In summary, the Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

5.4 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.

5.5 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at: <http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

5.6 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:

- The essential guide to the public sector equality duty
- Meeting the equality duty in policy and decision-making
- Engagement and the equality duty
- Equality objectives and the equality duty
- Equality information and the equality duty

5.7 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: <http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

6. Financial implications

- 6.1 There are no direct financial implications arising from the implementation of the recommendations in this report. As a scrutiny committee, the newly created JHOSC will comment on the financial impact and implications of matters to be consulted on. Members will therefore have the support of officers in their respective boroughs to advise on these matters when they arise.
- 6.2 There will be a cost for the scrutiny functions in each borough to support the work of this additional committee.

Appendix 1: proposed terms of reference

Background Information

For any further information on this report call Kath Nicholson, Head of Law on 0208 3147648

Appendix 1

Joint Health Overview and Scrutiny Committee SLaM Place of Safety

Terms of reference

The Joint Health Overview and Scrutiny Committee (JHOSC) is constituted in accordance with the Local Authority Public Health, Health & Wellbeing Boards and Health Scrutiny Regulations 2013 (the “Regulations”) and Department of Health Guidance to respond to a substantial reconfiguration proposal covering more than one Council. The JHOSC will scrutinise the proposal from South London and Maudsley NHS Foundation Trust (SLaM), and their commissioners, to change the current service model of Place of Safety provision within SLaM from four separate Places of Safety, for the boroughs of Southwark, Lambeth, Lewisham and Croydon, to one centralised Place of Safety, provided in Southwark for all four boroughs. The relevant commissioners for this proposal from SLaM are Croydon, Lambeth, Lewisham and Southwark Clinical Commissioning Groups (CCGs) and the Local Authorities social care commissioners from all four boroughs.

Context

Places of Safety are provided by SLaM for a number of people who are brought to hospital under Section 136 of the Mental Health Act (MHA). This is a power that police officers can use if someone is in a public place and the police have concerns about them. Across the SLaM there are currently four Place of Safety, or 136 Suites, where people can be brought, assessed and cared for. The four suites are located at each of SLaM’s four hospital sites. Following an assessment in one of these suites, by a doctor and an interview with an Approved Mental Health Professional (AMHP), the person can either be discharged with or without referral for further mental health support, or admitted for further treatment.

The Joint Committee’s terms of reference are:

1. To undertake all the functions of a statutory Joint Health Overview and Scrutiny Committee in accordance with the Regulations and Department of Health Guidance. This includes, but is not limited to the following:
 - (a) To consider and respond to the proposals from SLaM for the provision of one centralised Place of Safety
 - (b) To scrutinise the commissioners of the SLaM proposal and to seek assurance that the proposal is supported and that partnership arrangements between health & social care and across the boroughs are adequate
 - (c) To scrutinise any consultation process
 - (d) This does not include the power to make a report to the Secretary of State (under regulation 23(9) of the Regulations) in relation to the proposal from SLaM for Croydon, Lambeth, Lewisham and Southwark Councils. However,

any individual authority may make a specific delegation to the JHOSC in relation to their own power to make such a report on their behalf. The JHOSC will undertake to go through all the necessary steps needed to enable either collective or individual councils to exercise their power to refer to the Secretary of State

Membership

Membership of the Joint Committee will be two named Members from each of the following local authorities:

London Borough of Lambeth;
London Borough of Lewisham;
London Borough of Southwark;
London Borough of Croydon.

Members must not be an Executive Member.

Procedures

Chair and Vice-Chair

1. The Joint Committee will appoint a Chair and Vice-Chair at its first meeting. The Chair and Vice-Chair should be members of different participating authorities.

Substitutions

2. Substitutes may attend Joint Committee meetings in lieu of nominated members. Continuity of attendance throughout the review is strongly encouraged however.
3. It will be the responsibility of individual committee members and their local authorities to arrange substitutions and to ensure that the lead authority is informed of any changes prior to the meeting.
4. Where a substitute is attending the meeting, it will be the responsibility of the nominated member to brief them in advance of the meeting

Quorum

5. The quorum of the meeting of the Joint Committee will be 3 members, each of whom should be from a different participating authority.

Voting

6. It is hoped that the Joint Committee will be able to reach their decisions by consensus. However, in the event that a vote is required each member present will have one vote. In the event of there being an equality of votes, the Chair of the meeting will have the casting vote.

7. On completion of the scrutiny review by the Joint Committee, it shall produce a single final report, reflecting the views of all the local authorities involved.

Meetings

8. Meetings of the Joint Committee will normally be held in public and will take place at venues within South London. The normal access to information provisions applying to meetings of the Overview and Scrutiny committees will apply. However, there may be occasions on which the Joint Committee may need to make visits outside of the formal Committee meeting setting.
9. Meetings shall last for up to two hours from the time the meeting is due to commence. The Joint Committee may resolve, by a simple majority, before the expiry of 2 hours from the start of the meeting to continue the meeting for a maximum further period of up to 30 minutes.

Local Overview and Scrutiny Committees

10. The Joint Committee will encourage its Members to inform their local overview and scrutiny committees of the work of the Joint Committee on the SLaM Place of Safety proposal
11. The Joint Committee will invite its Members to represent to the Joint Committee the views of their local overview and scrutiny committees on the SLaM Place of Safety proposal and the Joint Committee's work.

Communication

12. The Joint Committee will establish clear lines of communication between itself, SLaM, the CCG, and local authorities. All formal correspondence between the Joint Committee, local authorities and the NHS on this matter will be administered by *Julie Timbrell*, *Southwark Council*) or (*other*) until such officer is appointed.

Representations

13. The Joint Committee will identify and invite witnesses to address the committee, invite comments from interested parties and take into account information from all the local Healthwatch organisations. It may wish to undertake further consultation with a range of stakeholders.

Support

14. Administrative and research support will be provided by the scrutiny teams of the 4 boroughs working together.

Assumptions

15. The Joint Committee will be based on the following assumptions:

- (a) That the Joint Health Scrutiny Committee is constituted to respond to SLaM Place of Safety proposal.
- (b) SLaM, and their commissioners, will permit the Joint Health Scrutiny Committee access to the outcome of any public consultation.

Council		
Title	Constitutional Matters: Broadway Theatre Working Group	
Key decision	N/A	
Contributor	Head of Law	
Class	Part 1 (open)	30 March 2016

Reason for lateness and urgency

The report has not been available for five clear working days before the meeting and the Chair is asked to accept it as an urgent item. The report was not available for dispatch on Thursday 17 March 2016 as this matter was not considered by the Constitution Working Party until 21 March. The report cannot wait until the next meeting in June 2016 because the delay would impede the timely completion of the final report.

1. Summary

- 1.1 This report asks that a time limited Working Group be extended for six months or until the completion of a final report and recommendations, whichever is the sooner.

2. Purpose

- 2.1 An extension would allow the group to complete its work on exploring options for the future of the Theatre.

3. Recommendation

The Council is asked to consider a recommendation from the Constitution Working Party to extend the life of the Broadway Theatre Working Group by six months or until the completion of a final report, whichever is the sooner.

4. Background

- 4.1 Following a decision by Council on 24 June 2015, the Broadway Theatre Working Group (BTWG) was established with the following terms of reference and composition:-

“Without prejudice to the remit of the Safer Stronger Select Committee, to explore any proposals for the future of the Broadway Theatre over the course of the municipal year 2015/16.

To make any comments it considers appropriate about those proposals to the Mayor and Cabinet.

The Working Group will consist of 6 members (7 if the councillor outside the majority party wishes to sit on the Group) and will cease to exist at the end of May 2016.”

- 4.2 The BTWG met on 1 September 2015, 4 December 2015, and 1 February 2016. At the meeting on 1 February 2016, the following was agreed:

RESOLVED that a request be made to Overview and Scrutiny Committee to extend the lifespan of the time-limited Broadway Theatre Working Group by 6 months.”

- 4.3 The request was forwarded to the Constitution Working Party at a meeting held on March 21 2016 and that group agreed to propose an extension of six months or to the completion of a report exploring options for the future of the Theatre, whichever happened soonest.

Background Information

For any further information on this report call Kevin Flaherty on 0208 3149327

Agenda Item 17

COUNCIL AGM		
Report Title	Annual Report of the Standards Committee 2015/16	
Key Decision	No	Item No. 17
Ward		
Contributors	Head of Law/Chair of the Standards Committee	
Class	Part 1	Date: 30 March 2016

ANNUAL REPORT OF THE STANDARDS COMMITTEE 2015/16 presented by the Chair of the Committee, Councillor Dacres.

- 1 INTRODUCTION – PERSONAL STATEMENT OF THE CHAIR
 - 1.1 This report sets out the membership of the Standards Committee, some key developments in the past year and our aspirations for the future.
- 2 MEMBERSHIP OF THE STANDARDS COMMITTEE
 - 2.1 The Council's Constitution provides for the Standards Committee to consist of 16 members – 6 of whom are independent and 10 of whom are councillors. This reflects the abolition of the legislative provisions allowing independent members of the Standards Committee to vote. Consequently the Committee cannot be independently chaired and since July 2012, only those members who are elected members of the Council are allowed to vote on matters before it.
 - 2.2 Throughout this year, the following people have served as independent members of the Committee:-
 - Gill Butler
 - David Roper Newman
 - Cathy Sullivan
 - Leslie Thomas Q.C.
 - 2.3 Hannah Le Vey and Matthew Hill served for part of the year but following resignation and a casual vacancy arising the Council appointed 2 new independent members, Fasil Bhatti and Joy Walton.
 - 2.4 Appendix 1 gives a short summary of the background of the current independent members.

2.5 Throughout the year, the following councillors have been members of the Standards Committee:-

- Councillor Adefiranye
- Councillor Bell
- Councillor Bourne
- Councillor Dacres
- Councillor Elliott
- Councillor Hall
- Councillor Hooks
- Councillor Mallory
- Councillor Moore
- Councillor Morrison

2.6 As Chair of the Committee I would like to express my thanks to all my fellow members of the Committee for their hard work throughout the year

2.7 As required by the Localism Act 2011 all local authorities must appoint at least one Independent Person whose views are to be sought and then taken into account by the local authority before it makes a decision on an allegation of breach of the Member Code of Conduct that has been investigated. Following public advert and interview by the former Chair of the Committee and the Monitoring Officer, Erica Pienaar and Wendy Innes were appointed by full Council to act as Independent Persons to assist in the investigation of complaints under the Council's Member Code of Conduct. Appendix 2 gives a short summary of the background of both of the Independent Persons. They have held those positions throughout 2015/16, but neither has been called upon to assist in any investigation to date. I hope that the committee will invite them to a meeting early in the municipal year to familiarise themselves with the new membership and work of the committee.

3 THE ROLE OF THE STANDARDS COMMITTEE

3.1 The role of the Standards Committee is reflected in our terms of reference, which appear in the Council's Constitution.

3.2 The key roles of the Standards Committee are:-

- To promote and maintain the highest standards of conduct within the Council and to assist members to follow the member Code of Conduct
- To consider allegations of breach of the Member Code of Conduct and any sanction where appropriate.

3.3 To fulfil these dual aims, the Committee embarks on other work such as training, reviewing compliance with and the effectiveness of the Code, monitoring whistleblowing allegations and corporate complaints to name but a few, but at no time does it lose sight of the fact that all of this work is geared towards achieving the highest standards of ethical conduct in Lewisham.

4 THE MEMBER CODE OF CONDUCT

4.1 The Council has in place a revised Member Code of Conduct which replaced the previous national Member Code of Conduct which was abolished by the Localism Act 2011. The Code and accompanying protocols appear in the Constitution at part V Ethics. It is also available on the Council's website

<http://www.lewisham.gov.uk/mayorandcouncil/aboutthecouncil/how-council-is-run/Pages/constitution.aspx>

4.2 There is a dedicated email address, again easily accessed from the Council's website monitoring.officer@lewisham.gov.uk on which complaints can be made. The email address is checked daily for complaints.

5 THE WORK OF THE STANDARDS COMMITTEE IN 2015/16

5.1 Since the last annual report was submitted to full Council in March 2015, the Committee has met on 2 occasions:-

- 20 May 2015
- 29 October 2015

5.2 At those meetings the Committee has considered the following items, the reports in relation to which and the minutes are available on the Council's website at :

<http://www.lewisham.gov.uk/CouncilAndDemocracy/CouncilMeetings/>

5.3 At the May meeting, the Committee considered:-

- Review of Compliance of Local Code of Corporate Governance 2014/15
- Review of Whistleblowing Referrals and Policy

5.4 At the October meeting, the Committee considered:-

- Compliance with Member Code of Conduct
- Review of Whistleblowing Policy
- Work programme

5.5 A copy of the Committee's work programme is appended at Appendix 3.

6 FORMAL COMPLAINTS RECEIVED

- 6.1 During the year two complaints have been raised against members. One complaint related to the behaviour of a member at a meeting of full Council in which the complainant alleged that the response from the member to a Council question was bullying and an abusive personal attack against the complainant and his family.
- 6.2 In responding to the complaint and in accordance with the Council's procedures the Monitoring Officer sought to resolve the matter informally. Both the complainant and the member concerned were prepared to consider an informal resolution of the complaint. A meeting with the Monitoring Officer and all interested parties was held and the matter was able to be resolved informally on the member agreeing to provide a public apology to the complainant and his family for any offence that was caused by the responses provided at the earlier full Council meeting.
- 6.3 The other referral related to a complaint and a request for an investigation about the behaviour of a member of a Licensing Committee on an application for a Temporary Entertainments Notice.
- 6.4 The complainant alleged that the member's response was "ill judged, intemperate, unnecessary and disproportionate." Additional to the formal complaint the complainant also raised with the Chief Executive more generalised issues relating to the Council's Licensing Committees and the potential for future community services being provided by an organisation in which the complainant is involved.
- 6.5 In responding to these concerns the Chief Executive invited the complainant to meet with him. A meeting between the complainant and the Chief Executive took place and the complainant decided not to pursue the complaint.

7 TRAINING AND OTHER EVENTS

- 7.1 In this period, the following training (and other) activities for members on ethical and related matters have taken place:-

Event	Date
Statement of Chair and annual report to Council AGM	March 2015
Election issues training	May 2015
Whistleblowing Review & Training	May 2015
Briefing to Members on Local Democracy	September 2015

- 7.2 Following a request by the committee the Monitoring Officer has undertaken a comprehensive training programme for employees on the Employee Code of Conduct. This has entailed :-
- (a) presentation to Executive Management Team on 15th February ;
 - (b) presentation to Service Heads on 15th February ;
 - (c) presentation to Human Resources Service on 3rd February 2016;
 - (d) 3 sessions attended by 130 members of staff on 2nd, 16th and 25th February 2016;
 - (e) News item on Employee Code of Conduct on Council's intranet;
- 7.3 Additionally the Monitoring Officer has provided training to EMT and various officers , including Legal Services on: Whistleblowing; Public Sector Equality Duty (PSED) and Consultation.

8 THE FUTURE

- 8.1 The Committee was keen that the diligent approach towards ethical governance which the Council has fostered over the last decade and more should be promoted and maintained.
- 8.2 The reports we have received as a Committee have demonstrated a high degree of compliance with the Code of Conduct and a willingness to keep the ethical agenda high. It seems that Lewisham aspires for this to be a matter not of begrudging compliance but a genuine desire to do the right thing. In future we would want to see this continue and grow. We urge the newly appointed Standards Committee to maintain the commitment shown to date to the highest standards of behaviour in local government in the year to come.

9 CONCLUSION

- 9.1 There is much good practice in Lewisham in so far as the ethical governance agenda is concerned. We believe however that there is no room for complacency and urge the Council to ensure that robust arrangements remain in place and continue to give to the ethical agenda its continuing commitment to inspire public confidence in its elected representatives.

10 LEGAL IMPLICATIONS

- 10.1 The constitution and operation of the Standards Committee, as well as recruitment to it and appointment to be its Chair are all defined by

regulation. The current legal requirements are reflected in the Council's constitution and our practice accords with those legal requirements. Save where reflected in this report, there is nothing that requires further legal advice.

- 10.2 The Equality Act 2010 (the Act) introduced the new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 10.3 In summary, the Council must, in the exercise of its functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
 - advance equality of opportunity between people who share a protected characteristic and those who do not.
 - foster good relations between people who share a protected characteristic and those who do not.
- 10.4 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Council, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 10.5 The Equality and Human Rights Commission issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it. The statutory code and the technical guidance can be found at:
<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>
- 10.6 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:
1. The essential guide to the public sector equality duty
 2. Meeting the equality duty in policy and decision-making
 3. Engagement and the equality duty
 4. Equality objectives and the equality duty
 5. Equality information and the equality duty

- 10.7 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at:
<http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

11 FINANCIAL IMPLICATIONS

- 11.1 There are none associated with this report.

12 ENVIRONMENTAL, EQUALITIES, HUMAN RIGHTS AND CRIME AND DISORDER IMPLICATIONS

- 12.1 No specific implications are associated with this report.

Cathy Sullivan

Holds a BA (Hons) Social Science and completed Graduate Research in Social Studies of Science. Currently Senior Lecturer, Department of Social Sciences at London Metropolitan University. Has an interdisciplinary background including extensive professional experience in education policy, research and planning at LEA level, Social researcher and evaluator in the field of Information Studies on British Library supported projects and senior manager within Inner and Outer London local authorities. Very experienced in research and analysis.

Gill Butler

Gill is a consultant in a firm of solicitors, Burton Woods, and advises on all aspects of family law. Gill has a degree in Economics from the London School of Economics and has been working in the justice system for 29 years. She has both public and private sector experience, as well as being involved with a number of community organisations. From 1991-2002 Gill was the Chair of Stonewall.

David Roper Newman

David is employed in a Unit within the Department for Works and Pensions dealing with the detection, prevention and investigation of internal fraud and related abuse by employees where he is a Policy and Professional Standards Manager. David has broad experience of investigating grievances and employee related matters. His experience spans over 30 years.

Leslie Thomas Q.C.

Leslie is a practicing barrister who resides within the Borough. Leslie was called to the bar in 1998 and has developed a strong “human rights” dimension to his work. He is regarded as a leading junior barrister who handles many difficult and complex police jury trials. He is a well-known jury advocate and is instructed nationally by solicitors.

Leslie Thomas is also recognised as a leading barrister in the field of inquest law and has represented families in many high profile inquests especially in cases involving deaths whilst in police custody. Leslie regularly speaks and provides training in the area of inquests and is one of the co-authors of “Inquests – A Practitioners Guide”. Leslie was also co –counsel to the New Cross Fire Parents Committee in the fairly recent second inquest.

Leslie is a former director of the Civil Liberties Trust and is a member of the INQUEST management committee. Leslie is also currently Chair of the Central London Law Centre. He was appointed Queen's Counsel in 2014.

Joy Walton

Now living in East London, Joy has a B.A. in European Studies and completed an M.Sc in Corporate Governance in 2015. She has 13 years experience as a Council officer having worked in Newham and Islington where she was Head of Policy and Performance. She also has 7 years experience in housing companies and associations.

Fasil Bhatti

A native of South East London, Fasil has a BSc in Information Systems from Brunel and is a freelance consultant in Property and Digital Marketing. He has been a member of 4 independent fostering panels for 3 years and previously worked for Action for Employment advising a group of 18-25 year olds seeking full time employment

APPENDIX 2

Erica Pienaar

Erica lives in Bromley and has a B.A. Certificate in Education from Goldsmiths as well as an MBA in Education from London South Bank University. She held various teaching posts in Bromley for 25 years before being appointed to the position of head teacher at Prendergast School in 1998, a position she held until 2008 when she was appointed as Executive Headteacher. Though working in Lewisham for the last 15 years, she never been a Lewisham Council employee. Throughout her professional life she has conducted a number of sensitive investigative and disciplinary procedures and hearings. She also served on the Council of Queen Mary College of London University. Having retired recently, she serves as a Chair of Governors at a Lewisham primary School. Erica has been granted the Freedom of Lewisham.

Wendy Innes

Wendy is based in Newcastle upon Tyne. She has an M.A. in Swedish Studies and is a solicitor with extensive experience of advising North Tyneside Council where she was employed for 17 years until 2013, most recently as head of the legal service and deputy monitoring officer there. Before that she worked for 5 years in a commercial legal firm. North Tyneside operates a directly elected mayoral system like Lewisham and Wendy is very familiar with the new ethical framework under the Localism Act, has conducted two independent investigations into allegations of breach of the Member Code of conduct in North Tyneside and presented reports about the investigations to their Standards Committee.

APPENDIX 3

May/June 2016

- Review of whistleblowing referrals and policy
- Review of Code of Corporate Governance
- Media relations for councillors

November 2016

- Annual Complaints Report
- Compliance with the Member Code of Conduct
- Work Programme

Agenda Item 18

COUNCIL AGM		
Report Title	Annual Report from the Mayor	
Key Decision	No	Item No.
Ward		
Contributors	Mayor's Office	
Class	Open	Date: 30 March 2016

The Mayor will deliver his annual report. A full text will be available on the Council website following the AGM.