

ROYAL BOROUGH OF GREENWICH ANNUAL MEETING Supplementary Agenda One

Place

Council Chamber, Town Hall, Wellington Street, Woolwich SE18 6PW

Date

Wednesday, 25 May 2022

Time

7:00 PM

This meeting is open to the press and public and they are entitled to take photographs, film or record the proceedings.

Agenda

- 6 **Election of Leader of the Council**
Report
- 7 **Appointment of Cabinet Members**
Report and Appendix
- 8 **Delegations and Executive Responsibilities**
Report and Appendix I
- 9 **Council Chief Whip, Deputy Chief Whip, Leader of the Opposition and Opposition Party Whip**
Report

Members are reminded that officer contacts are shown at the end of each report and they are welcome to raise questions in advance with the appropriate officer. This does not prevent further questioning at the meeting.

If you require further information about this meeting please contact the Committee Services Officer:
Daniel Wilkinson
Telephone: 020 8921 5102
Email: committees@royalgreenwich.gov.uk

- 10 **Establishment of Committees to deal with matters which are neither reserved to the Council nor are executive functions; determination of the terms of reference and number of seats on such committees and the allocation of seats to political groups in accordance with the political balance rules**
Report and Appendices A, B and C
- 12 **Outline Calendar of Meetings of the Council and other Member-Level Bodies – 2022/23**
Report and Appendix
- 13 **Appointment of Members to Outside Bodies for 2022/23**
Report

Date of Issue
Tuesday, 24 May 2022

Debbie Warren
Chief Executive

ANNUAL MEETING OF THE COUNCIL	DATE 25 May 2022	ITEM NO 6
TITLE Election of Leader of the Council	WARDS All	
CHIEF OFFICER Chief Executive	CABINET MEMBER n/a	
DECISION CLASSIFICATION Non exempt report	IS THE FINAL DECISION ON THE RECOMMENDATIONS IN THIS REPORT TO BE MADE AT THIS MEETING? Yes	

1. **Decision Required**

- 1.1 The Council is requested to elect Councillor Anthony Okereke as Leader of the Council.

2. **Links to the Royal Greenwich high level objectives**

- 2.1 This report relates to the Council's agreed high level objectives as follows:

- A Healthier Greenwich
- A Safer Greenwich
- A Great Place to Grow Up
- Delivering Homes Through Economic Growth
- A Cleaner, Greener Greenwich
- Economic Prosperity for All
- A Great Place to Be
- A Strong Vibrant and Well-run Borough

3. **Purpose of Report and Executive Summary**

- 3.1 To elect a Leader of the Council as required by law and in accordance with the Council's Constitution.

4. **Introduction and Background**

- 4.1 The Local Government Act 2000 requires the Leader to be appointed by Full Council. Once elected it falls to the Leader of the Council to appoint his/her deputy and to appoint the Cabinet.

Leader of the Council

- 4.2 The Leader's role and responsibilities are set out in Article 7 of the Constitution and he / she holds office until:
- (a) the day of the first annual meeting after the next ordinary Council elections, or
 - (b) he/she ceases to be a councillor otherwise than by retirement, or
 - (c) he/she is removed from office by a resolution of the Council.
- 4.3 The Leader is responsible for appointing a member of the Cabinet to be Deputy Leader. The Deputy Leader acts in place of the Leader if for any reason the Leader is unable to act or if the office of Leader is vacant. The Deputy Leader will hold office until the end of the Leader's term of office, unless:
- (a) He or she resigns as Deputy Leader or ceases to be a councillor, or
 - (b) He or she is removed from office by the Leader.
- 4.4 The Leader must fill any vacancy in the office of Deputy Leader.

Role of the Leader

- 4.5 The Leader of the Council is responsible for all of the Council's executive functions which are not the responsibility of any other part of the Council, whether by law or under this Constitution.
- 4.6 The Leader can delegate functions to themselves, a Cabinet Member, the Cabinet, joint committee or Chief Officer or which have not been delegated by the Leader.

5. **Available Options**

- 5.1 Not applicable as the Council is required to appoint a Leader of the Council in line with the executive model adopted by the Council in 2001.

6. **Preferred Option**

6.1 Not applicable.

7. **Reasons for Recommendations**

7.1 To comply with the requirements of the Local Government Act 2000 and the Constitution.

8. **Consultation Results**

8.1 Not applicable.

9. **Communication and Implementation of the Decision**

9.1 The decision will be published on the Council's website.

10. **Cross-Cutting Issues and Implications**

Issue	Implications	Sign-off
Legal including Human Rights Act	The Local Government Act 2000 makes provisions for the establishment of a leader and cabinet executive, including the election of the executive leader, and the duration of the term of office of the leader. This report forms part of the required business of the Annual Meeting of the Council, as stated in the Council's Constitution, Part 4, A1.3	John Scarborough, Director of Legal & HR, 20 May 2022
Finance and other resources including procurement implications	There are no financial implications arising from this report.	Damon Cook, Director of Finance 20 May 2022
Equalities	The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no apparent equality impact on end users.	Veronica Johnson, Head of Corporate Governance and Democratic Services 20 May 2022

Climate Change	Not applicable as this is an administrative decision	Veronica Johnson, Head of Corporate Governance and Democratic Services 20 May 2022
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II. Background Papers

II.1 None

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Reporting to: Veronica Johnson, Head of Corporate Governance and Democratic Services
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Chief Officer: Mirsad Bakalovic, Director of Communities, Environment and Central
 Tel: 020 8921 6432
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ANNUAL MEETING OF THE COUNCIL	DATE 25 May 2022	ITEM NO 7
TITLE Appointment of Cabinet Members	WARDS All	
CHIEF OFFICER Chief Executive	CABINET MEMBER Leader of the Council	
DECISION CLASSIFICATION Non exempt report	IS THE FINAL DECISION ON THE RECOMMENDATIONS IN THIS REPORT TO BE MADE AT THIS MEETING? Yes	

1. **Decisions Required**

The Council is requested to:

- 1.1 Note the Members appointed by the Leader of the Council to the Cabinet.

2. **Links to the Royal Greenwich high level objectives**

- 2.1 This report relates to the Council's agreed high level objectives as follows:

- A Healthier Greenwich
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- A Strong Vibrant and Well-run Borough

3. **Purpose of Report and Executive Summary**

- 3.1 To note the Councillors appointed to Cabinet by the Leader of the Council.

4. **Introduction and Background**

- 4.1 The Cabinet comprises the Leader of the Council, the Deputy Leader and up to eight other Councillors. The Deputy Leader and Cabinet are appointed by the Leader of the Council and he/she also has authority to dismiss his/her deputy and members of the Cabinet.

4.2 The Leader is responsible for all of the Council’s executive functions which are not the responsibility of any other part of the Council, whether by law or under the Constitution. The Leader allocates, and may re-assign or vary, the portfolios of Cabinet members; and agrees which functions should be delegated to Cabinet and to individual Cabinet Members.

4.3 Proceedings of the Cabinet will take place in accordance with the Cabinet Procedures and the Access to Information Procedure Rules in Part 4 of the Constitution.

5. **Available Options**

5.1 Not applicable as appointment of Cabinet Members is the prerogative of the Leader of the Council.

6. **Preferred Option**

6.1 Not applicable.

7. **Reasons for Recommendations**

7.1 Not applicable. The report is for noting only.

8. **Consultation Results**

8.1 Not applicable.

9. **Communication and Implementation of the Decision**

9.1 The decision will be published on the Council’s website.

10. **Cross-Cutting Issues and Implications**

Issue	Implications	Sign-off
Legal including Human Rights Act	The Local Government Act 2000, Part II, makes provisions for the establishment of a leader and cabinet executive. Section 9E of the Local Government Act 2000 sets out the arrangements for discharge of executive functions in the case of a leader and cabinet executive, as described in this report.	John Scarborough, Director of Legal & HR, 20 May 2022

Finance and other resources including procurement implications	There are no financial implications arising from this report.	Damon Cook, Director of Finance 20 May 2022
Equalities	The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no apparent equality impact on end users.	Veronica Johnson, Head of Corporate Governance and Democratic Services 20 May 2022
Climate change	Not applicable as this is an administrative decision	Veronica Johnson, Head of Corporate Governance & Democratic Services 20 May 2022

11. **Report Appendices**

11.1 The following documents are to be published with and form part of the report:

- Appendix I Appointment of Cabinet Members

12. **Background Papers**

12.1 None

Report Author: Daniel Wilkinson, Committee Services Officer
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Reporting to: Veronica Johnson, Head of Corporate Governance and Democratic Services
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Chief Officer Mirsad Bakalovic, Director of Communities, Environment and
Central
Tel: 020 8921 6432
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Membership of the Cabinet 2022/23

Councillor Anthony Okereke - Leader of the Council and Chair of Cabinet
Councillor Averil Lekau - Deputy Leader and Vice-Chair of Cabinet
Councillor Ann-Marie Cousins
Councillor Adel Khaireh
Councillor Mariam Lolavar*
Councillor Matthew Morrow
Councillor Denise Scott-McDonald
Councillor Pat Slattery
Councillor Aidan Smith
Councillor Ivis Williams

* Councillor Lolavar is presently on maternity leave. For the period of her absence, Councillor Denise Hyland is appointed as the Cabinet Member for Inclusive Economy, Business and Skills.

ANNUAL MEETING OF THE COUNCIL	DATE 25 May 2022	ITEM NO 8
TITLE Delegations and Executive Responsibilities	WARDS All	
CHIEF OFFICER Chief Executive	CABINET MEMBER Leader of the Council	
DECISION CLASSIFICATION Non exempt report	IS THE FINAL DECISION ON THE RECOMMENDATIONS IN THIS REPORT TO BE MADE AT THIS MEETING? Yes	

1. **Decision Required**

The Council is requested to note:

- a. the allocation by the Leader of the Council of Cabinet portfolios, as detailed in appendix 1
- b. the Leader's General Scheme of Delegation for 2023/23, as detailed in appendix 2.
- c. the appointments made by the Leader of the Council to serve on joint committees and outside bodies which exercise executive functions or which advise on executive matters, as detailed in appendix 3.

2. **Links to the Royal Greenwich high level objectives**

2.1 This report relates to the Council's agreed high level objectives as follows:

- A Healthier Greenwich
- A Safer Greenwich
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3. **Purpose of Report and Executive Summary**

- 3.1 To note the portfolios assigned by the Leader of the Council to Cabinet Members, to note the Leader's general scheme of delegation, and to note the appointments to executive outside bodies made by the Leader of the Council.

4. **Introduction and Background**

Cabinet Portfolios

- 4.1 Under Article 7 of the Council's Constitution, and in line with legislative requirements, the Leader of the Council is elected at the first annual meeting after the ordinary council elections. The Leader also appoints the Cabinet and designates one of the Members of the Cabinet to be the Deputy Leader of the Council.
- 4.2 Article 7.04 states that the Leader will allocate portfolios to Cabinet Members and that he / she may re-assign or vary the portfolios. Detailed in Appendix I are the portfolios assigned to each Cabinet Member for 2022/23.

Scheme of Delegation

- 4.3 Article 7.04 states that the Leader will carry out all of the Council's executive functions which are not the responsibility of any other part of the Council, whether by law or under this Constitution, or which have not been delegated by the Leader. Attached at Appendix 2 is the Leader's General Scheme of Delegation of executive responsibilities for 2022/23.

In line with the Constitution any in-year changes will be reported to Council for information.

Executive Outside Bodies and Joint Committees

- 4.4 Attached at Appendix 3 are the appointments made by the Leader of the Council to serve on outside bodies and joint committees which exercise executive functions or which advise on executive matters for 2022/23.

5. **Available Options**

- 5.1 Not applicable as the allocation and the delegations are the prerogative of the Leader of the Council.

6. **Preferred Option**

6.1 Not applicable.

7. **Reasons for Recommendations**

7.1 Not applicable. The report is for noting only.

8. **Consultation Results**

8.1 Not applicable.

9. **Communication and Implementation of the Decision**

9.1 The decisions will be published on the Council's website, and the Council's Constitution updated accordingly.

9.2 Each Executive Outside Body will be informed of the Leader's appointee(s).

10. **Cross-Cutting Issues and Implications**

Issue	Implications	Sign-off
Legal including Human Rights Act	<p>The Local Government Act 2000, Part II, makes provisions for the discharge of functions for local authorities with an executive arrangement.</p> <p>This report forms part of the required business of the Annual Meeting of the Council, as stated in the Council's constitution, Part 4, A1.4, and complies with the articles of the Constitution, Part 2, Article 7.</p>	John Scarborough, Director of Legal & HR, 20 May 2022
Finance and other resources including procurement implications	There are no financial implications arising from this report.	Damon Cook, Director of Finance 20 May 2022
Equalities	The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no apparent equality impact on end	Veronica Johnson, Head of Corporate Governance and

	users.	Democratic Services 20 May 2022
Climate change	Not applicable as this is an administrative decision	Veronica Johnson, Head of Corporate Governance & Democratic Services 20 May 2022

11. **Report Appendices**

11.1 The following documents are to be published with and form part of the report:

- Appendix 1 Cabinet Portfolios
- Appendix 2 Scheme of Delegation
- Appendix 3 Executive Outside Bodies

12. **Background Papers**

12.1 None.

Report Author: Daniel Wilkinson, Committee Services Officer
 Tel: 020 8921 5102
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Reporting to: Veronica Johnson, Head of Corporate Governance and Democratic Services
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Chief Officer: Mirsad Bakalovic, Director of Communities, Environment and Central
 Tel: 020 8921 6432
 Email: mirsad.bakalovic@royalgreenwich.gov.uk

Cabinet Portfolios

Postholder	Portfolio	Summary of responsibilities
Cllr Anthony Okereke	Leader	<ul style="list-style-type: none"> • Political leadership of the Council • Communications and consultation • Corporate governance, policy and performance • Emergency planning and critical incidents • Transformation and Continuous Improvement • Lead member for Co-operative Councils • Lead member for Corporate Parenting • Community engagement and events
Cllr Averil Lekau	Deputy Leader Climate Change, Environment and Transport	<ul style="list-style-type: none"> • Delivery of the Carbon Neutral Plan • Public realm and streets • Transport Strategy, Highways and Parking enforcement • Active Travel • Recycling and waste management
Cllr Adel Khaireh	Equality, Culture and Communities	<ul style="list-style-type: none"> • Delivery of the Equality & Equity Charter • Arts, culture, heritage and tourism • Community development • Leisure, sport and libraries • Parks, open spaces and play areas • Voluntary and community sector
Cllr Matt Morrow	Children and Young People	<ul style="list-style-type: none"> • Statutory lead member for Children’s Services • Children’s safeguarding and social care • Early intervention and preventative services, School inclusion and improvement • Services for children with Special Educational Needs • Building better outcomes for children and young people • School admissions and place planning • Children and young people's participation

Cllr Pat Slattery	Housing, Neighbourhoods and Homelessness	<ul style="list-style-type: none"> • Tackling Homelessness and rough sleeping • Housing repairs, investment and compliance • Management of housing need • Housing management • Tenancy and Leaseholder Services • Neighbourhood development
Cllr Ivis Williams	Finance, Resources and Social Value	<ul style="list-style-type: none"> • Digital Services and ICT • Corporate finance and council budgeting • Procurement and Social Value • Financial governance and anti-fraud • Human resources and organisation development • Trade unions • Pensions and payroll • Legal Services (excluding Monitoring Officer) • GSS and GSPlus
Cllr Ann-Marie Cousins	Community Safety and Enforcement	<ul style="list-style-type: none"> • Community safety and crime reduction • Youth offending and serious youth violence • Improving the safety of women and girls • Licensing and noise enforcement • Trading standards and environmental health
Cllr Denise Scott-McDonald	Health and Adults' Social Care	<ul style="list-style-type: none"> • Statutory lead member for Adults' Social Care • Adults' safeguarding and social care • Residential care and older people's services • Public health and community wellbeing • Supporting Independence
Cllr Mariam Lolavar*	Inclusive Economy, Business and Skills	<ul style="list-style-type: none"> • Economic Strategy • Community Wealth Building • Cost of Living response • COVID-19 Economic Recovery • Benefits and welfare rights • Business and stakeholder engagement • Employment, skills and apprenticeships • Further, higher and adult education • Digital Greenwich
Cllr Aidan Smith	Regeneration	<ul style="list-style-type: none"> • Corporate capital delivery and maintenance • Planning policy, planning and building control • Community Infrastructure Levy • Housing New Supply and Affordable Homes

		<ul style="list-style-type: none">• Greenwich Builds• Regeneration in the Royal Borough of Greenwich
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* Councillor Lolavar is presently on maternity leave. For the period of her absence, Councillor Denise Hyland is appointed as the Cabinet Member for Inclusive Economy, Business and Skills.

Schedule A - Executive Functions

Leader's general scheme of delegation of executive functions 2022/23

I. Cabinet Members and Portfolios

Cabinet Portfolios 2022/23

Cabinet Member	Portfolio
Councillor Anthony Okereke	Leader of the Council
Councillor Averil Lekau	Deputy Leader – Climate Change, Environment and Transport
Councillor Ann-Marie Cousins	Community Safety and Enforcement
Councillor Adel Khaireh	Equality, Culture and Communities
Councillor Mariam Lolavar*	Inclusive Economy, Business and Skills
Councillor Matthew Morrow	Children and Young People
Councillor Denise Scott-McDonald	Health and Adults' Social Care
Councillor Pat Slattery	Housing, Neighbourhoods and Homelessness
Councillor Aidan Smith	Regeneration
Councillor Ivis Williams	Finance, Resources and Social Value

* Councillor Lolavar is presently on maternity leave. For the period of her absence, Councillor Denise Hyland is appointed as the Cabinet Member for Inclusive Economy, Business and Skills.

2. Leader's general scheme of delegation of executive functions 2022/23

Functions	Leader (also as lead member)	Lead member	Cabinet	Joint Cttee	Chief Officer
Policies					
Recommend to Council plans and strategies which make up the policy framework ¹ (Council approves drafts and adopts final plans and strategies)			x		
Agree in year changes to the policy framework to the extent permitted by Council or by the constitution			x		
Initiate consultation on new draft corporate policies and strategies and amendments to existing ones	x				
Agree new corporate policies and strategies which would not result in a key decision being taken following consultation	x				
Agree new corporate policies and strategies which would result in a key decision being taken following consultation			x		
Initiate consultation on draft new service policies and strategies and amendments to existing ones	x	x			

¹ Crime and Disorder Reduction Strategy, Children and Young People's Plan, Licensing Authority Policy Statement and Statement of Licensing Policy, Gambling Policy Statement, Local Implementation Plan, Plans and strategies which together comprise the Development Plan, Youth Justice Plan, Pay Policy Statement, and Greenwich Carbon Neutral Plan.

Functions	Leader (also as lead member)	Lead member	Cabinet	Joint Cttee	Chief Officer
Agree new service policies and amendments to existing ones, post consultation, which would <u>not</u> result in a key decision being taken.	x	x			
Agree new service policies and amendments to existing ones, post consultation, which would result in a key decision being taken.			x		
Agree submissions of evidence to royal commissions, parliamentary committees and similar bodies	x	x			
Agree responses to consultation					X
Finance					
Prepare and submit estimates and amounts to Council to calculate the budget requirement and the Council Tax, and connected matters			x		
Recommend treasury management strategy to Council			x		
Consider reports from external auditors (including the management letter) and agree appropriate action			x		
Make bid for funding with resource implications of more than £500k					x

Functions	Leader (also as lead member)	Lead member	Cabinet	Joint Cttee	Chief Officer
Make bid for funding with resource implications of £500k or less					×
Approve budget transfers between services up to £500k					×
Approve budget transfers between services heads £500k and over	×				
Write off debts up to £100k					×
Write off debts £100k and over	×				
Resources					
Dispose of non-land assets up to £100k					×
Dispose of non-land assets £100k and over			×		
Agree use of trading and charging powers					×
Approve scheme and estimate report up to £20m	×	×			
Approve scheme and estimate report £20m and over			×		
Implementation of the Community Right to Challenge provisions of the Localism Act 2011			×		
Accept tenders within budget and below £500k					×
Accept tenders within budget and £500k and over, provided they are the lowest price, or within 10% of the lowest if it the most economically advantageous					×

Functions	Leader (also as lead member)	Lead member	Cabinet	Joint Cttee	Chief Officer
Accept all other tenders	x ²				
Agree any restructuring proposal which would involve the redundancy or early retirement of highly paid employees, ³ or where the capital cost to the pension fund relating to an employee or group of employees is greater than £50,000 or where the proposal affects more than one department					x
Agree any restructuring proposal which would involve the redundancy or early retirement of any employee, where this is required to implement a decision by the Executive in relation to the Medium Term Financial Strategy and associated measures					x
Second staff to other local authorities					x
Agree increase in fees and charges in line with or below inflation or where an increase provides for recovery of the Council's costs ⁴					x
Agree increase in fees and charges by more than inflation ⁵			x		

² In consultation with the Lead member

³ Officers receiving in excess of £50,000 p.a. inclusive of all allowances

⁴ For executive functions only. Fees for e.g. planning and licensing matters are set by the committee or chief officer

⁵ For executive functions only. Fees for e.g. planning and licensing matters are set by the committee or chief officer

Functions	Leader (also as lead member)	Lead member	Cabinet	Joint Cttee	Chief Officer
Agree eligibility criteria for access to Council services where there is a statutory responsibility to provide a service			x		
Consider reports from Overview and Scrutiny Committee	x	x			
Consider inspection and corporate reports of statutory agencies			x		
Constitution					
Respond to petitions to full Council	x	x			x
Respond to call in of decision ⁶	x	x	x	x	x
Appoint and remove Cabinet members and decide their portfolios	x				
Appoint members to joint committees which carry out executive functions, and decide the number of members to be appointed and their term of office	x				
Agree appointments of members to joint committees which carry out at least one Council function, and agree the number of members to be appointed and their term of office	x				
Nominate representatives to school governing bodies		x			
Appoint representatives to all other outside bodies	x				

⁶ Whoever took the decision will respond. If it was Cabinet, an urgency Cabinet will respond

Functions	Leader (also as lead member)	Lead member	Cabinet	Joint Cttee	Chief Officer
Appoint advisory bodies, working groups, etc. to advise the Leader, Cabinet Members, or Cabinet as a whole on executive functions	x				
Functions delegated to Cabinet which, in the opinion of the Chief Executive, require a decision before the next meeting of the Cabinet	x				
Children					
Agree schools admission policies			x		
Agree schools budget strategy		x			
Agree schools capital allocation strategy			x		
Agree proposal to permanently increase or decrease a school's roll up to two forms of entry		x			
Make arrangements to hear appeals against exclusion of pupils, admission appeals and appeals by governing bodies					x
Land					
Make compulsory purchase order			x		
Acquire land or property following CPO					x
Acquire other land or property			x		
Agree programme of property disposals			x		

Functions	Leader (also as lead member)	Lead member	Cabinet	Joint Cttee	Chief Officer
Dispose of land or property, with a notional value exceeding £100,000, not in the disposals programme or at an undervalue			x		
Dispose of land or property, with a notional value of £100,000 or less, not in the disposals programme or at an undervalue					x
Dispose of land or property at less than the market rate.	x				
Dispose of land or property where there is a statutory right to acquire					x
Dispose of land or property in the disposals programme and at market value					x
Agree to the appropriation of land	x				
Agree leases of land or property					x
Agree leases of land or property at below market rates	x				
Agree asset management plan			x		
Agree rents and terms of tenancies for residential housing			x		
Designate conservation areas			x		

Functions	Leader (also as lead member)	Lead member	Cabinet	Joint Cttee	Chief Officer
Agree, following consultation with the relevant Area Planning Committee, the Adoption of Conservation Area Appraisal and Management Strategies and related matters, e.g Conservation Area boundaries, buildings for local listing and recommendations to English Heritage regarding statutory listing of buildings.		x			
Grants					
Make one off grants and loans up to £10k					x
Make one off grants and loans between £10k and £20k		x			
Make one off grants and loans above £20k	x				
Agree SLAs and SLA funding to voluntary organisations including commissioning			x		
Festivals					
Agreement to the funding, including awarding grants, for the Greenwich Festivals.		x			

Functions	Leader (also as lead member)	Lead member	Cabinet	Joint Cttee	Chief Officer
Planning, development and highways					
Prepare, alter or replace a development plan - submit draft proposals to Council/ Planning Board for approval for public consultation			x		
Supplementary planning documents – agree proposals for consultation		x			
Agree supplementary planning documents following consultation			x		
Approval of implementation of Strategic* Traffic or Parking Management Schemes		x			
Approval of implementation of non-strategic Traffic Management Schemes					x
Publication of and consultation on traffic regulation orders					x
Determination of traffic regulation orders, following publication and consultation, and for which no significant and substantial or material objections have been received					x

Functions	Leader (also as lead member)	Lead member	Cabinet	Joint Cttee	Chief Officer
Determination of traffic regulation orders, following publication and consultation, and for which significant and substantial or material objections have been received		x			
Responding to consultation on transport issues of regional or national significance		x			
Responding to consultation on transport issues from service providers, TfL, Government or London Councils on highway and traffic operational matters					x
Joint arrangements					
National and provincial agreements regulating staff employment				x	
Appoint parking adjudicators				x	
Fix parking penalty charges				x	
Fix clamping penalty charges				x	
Administer and enforce traffic orders controlling heavy lorries				x	
Arrange concessionary fares				x	
Agree levels of fixed penalties				x	
Determination of parking appeals relating to private land				x	
Waste disposal				x	

Functions	Leader (also as lead member)	Lead member	Cabinet	Joint Cttee	Chief Officer
Administer grants to London wide voluntary organisations				×	
Provide crematoria services				×	
Issues relating to the London Local Joint Committee as applicable				×	

3 Additional delegations to Chief Officers

All executive functions, other than those allocated under section I, are delegated to the Chief Officers listed in this section.

In addition, Chief Officers will exercise powers or duties specifically delegated to them by the Leader, Cabinet member or Cabinet.

Chief Officers may authorise officers under their control to exercise functions delegated to Chief Officers.

A. All Chief Officers

A.1 All Chief Officers are responsible for the general management of their Department and the services it provides. This includes: -

- the planning and discharge of departmental functions in accordance with Council policies and legislative requirements;
- the management of staff resources and professional leadership;
- the control and management of departmental budgets in accordance with Financial Regulations;
- the maintenance of appropriate monitoring arrangements to ensure the effectiveness and efficiency of service delivery;
- the provision of effective arrangements for consulting and involving the public
- ensuring that the Council fulfils its statutory obligations;
- compliance with Contracts Procedures in respect of the letting of contracts;

- the determination of all general staffing issues within his/her department, including changes, within budget provision, to staffing structures and departmental establishments;
- recording key decisions made by officers.

These general management responsibilities are always subject to any policies agreed by the Leader, Cabinet Member or Cabinet and guidelines and procedures established by the Chief Executive. In cases where it is not clear or there is disagreement as to the appropriate level at which a decision should be taken, the Chief Executive has authority to make a ruling in accordance with the general principles set out in this Section.

Chief Officers are responsible for ensuring that their staff are aware of and comply with Council policies and procedures.

A.2 All Chief Officers have authority to incur expenditure to implement executive decisions and to meet statutory obligations within the levels set for the budgets for which they are responsible, subject to compliance with Financial and Contracts Procedures. This includes: -

- authority to incur revenue expenditure on activities and matters already agreed by the Leader, Cabinet member or Cabinet and contained within the revenue budget for that year, and where otherwise authorised by Financial Regulations;
- authority to commence capital schemes under £100,000 which are included in approved capital and planned maintenance programmes;
- authority to invite and accept tenders, subject to compliance with Contracts Procedures.

A.3 The following paragraphs set out the general delegations to Chief Officers. Specific delegations are set out in the scheme of delegation to officers

B. Chief Executive

B.1 To act on behalf of the Leader, Cabinet Member, Cabinet or Chief Officer in respect of any of their functions on a matter which in his/her opinion is urgent.

B.2 To make grants up to £5,000 to voluntary organisations where the activities concerned do not fall within the responsibility of any other Department.

C. Director of Finance

- C.1 To undertake the responsibilities in respect of contracts and the Approved List of Contractors as set out in Contracts Procedures.
- C.2 To exercise delegated powers and undertake the detailed responsibilities in respect of the financial management of the Council (as set out in Financial Regulations). In particular, to maintain (including authority to amend) procedures, produced in accordance with Financial Regulations.
- C.3 To undertake the detailed responsibilities in respect of Risk Management and ensuring Value for Money.
- C.4 To have responsibility for all executive functions concerning Corporate Finance, Internal Audit, Anti-Fraud, Financial Operations and Payroll, Revenue Service and Benefits Service, ICT and Digital Services, Customer Services with the exception of those functions reserved for decision by the Leader or delegated to a Cabinet Member, Cabinet or a Joint Committee.
- C.5 To delegate responsibility to the Assistant Director Financial Processing and Systems to act as “The Greenwich Director” on the Board of GS Plus as defined in the Articles of Association of the Company and exercise all relevant powers pursuant to the position. In the absence of the Assistant Director the role to be undertaken by the Chief Executive.

D. Director of Legal & HR

- D.1 To exercise the functions of the Council’s Solicitor and Chief Legal Officer, including the approval of contract terms, the conveyancing of land and property and the signature of documents on behalf of the Council.
- D.2 To be responsible for the authentication of documents and contracts as prescribed by Financial and Contracts Procedures.
- D.3 To institute, defend or settle legal proceedings as directed by the Chief Executive or another Chief Officer; and to be responsible for the authorisation of certain Officers of the Council to prosecute, defend or appear in any legal proceedings on the Council’s behalf.
- D.4 To have responsibility for all executive functions concerning Legal Services and Human Resources with the exception of those functions reserved for

decision by the Leader or delegated to a Cabinet Member, Cabinet or a Joint Committee.

E. Director of Children's Services

E.1 To have responsibility for all executive functions concerning Children's Social Care, Safeguarding, Looked After Children, Care leavers, Disabled Children, Special Education Needs, Education Attainment, School Admission and Place Planning, Youth Services, Children's Centres, Early Help, Youth Offending Services, Troubled Families / Families First with the exception of those functions reserved for decision by the Leader or delegated to a Cabinet Member, Cabinet or a Joint Committee.

F. Director of Regeneration, Enterprise and Skills

F.1 To have responsibility for all executive functions concerning:

- Regeneration including delivery of the priority investment programme
- Planning, enforcement and building control,
- Employment and Skills, including GLLAB, special employment initiatives, support to business
- Corporate and HRA Property (including acquisitions, disposals, licences or leases for land or property)
- Capital projects and property maintenance
- Sustainability
- Housing strategy, development (including relationship with RPs), HRA capital commissioning

with the exception of those functions reserved for decision by the Leader or delegated to a Cabinet Member, Cabinet or a Joint Committee.

G. Director of Health and Adult Services

G.1 To have responsibility for all executive functions concerning Adult Social Care, Older People Day Care Nursing, Residential Care, Healthier Communities, Supported Housing, Adult Safeguarding, Public Health and Community Wellbeing, Care Commissioning, Occupational Therapy and Enablement with the exception of those functions reserved for decision by the Leader or delegated to a Cabinet Member, Cabinet or a Joint Committee.

G.2 To deputise for the Chief Executive in her / his absence.

H. Director of Public Health

H.1 To have responsibility for all executive functions concerning all of the Council's duties in relation to public health, including

- all of the Council's duties to take steps to improve public health
- preparing an Annual Report on the health of the local population
- any of the Secretary of State's public health protection or health improvement functions that s/he delegates to local authorities, either by arrangement or under regulations
- exercising the Council's functions in planning for, and responding to, emergencies that present a risk to public health
- the Council's role in co-operating with the police, the probation service and the prison service to assess the risks posed by violent or sexual offenders
- the Council's public health response as a responsible authority under the Licensing Act 2003,
- such other public health functions as the Secretary of State may specify in regulations

J. Director of Housing and Safer Communities

J.1 To have responsibility for all executive functions concerning:

- Environmental Health,
- Trading Standards,
- Safer Communities,
- Licensing,
- Asset Management,
- Tenancy Services,
- Home Ownership,
- Housing Needs and Options,
- Digital Greenwich and Smart Cities

with the exception of those functions reserved for decision by the Leader or delegated to a Cabinet Member, Cabinet or a Joint Committee

K. Director of Communities, Environment and Central

K.1 To have responsibility for all executive functions of the Council concerning Corporate Communications, Community Engagement, Parks and Open Spaces, Sport and Leisure (GLL Client), Waste Management, Street Sweeping, Mortuary, Cemeteries & Crematoria, Emergency Planning, Anti-Poverty, Policy and Performance, Third Sector

Commissioning, Film Unit, Arts and Culture, Tourism, Electoral Registration, Web Management, Registrars, Transportation and Parking including road safety, active travel, Corporate Governance and Mayor's Office with the exception of those functions reserved for decision by the Leader or delegated to a Cabinet Member, Cabinet or a Joint Committee.

4 Delegations to joint committees

The following executive functions are exercised through joint arrangements with other local authorities under section 101(5) Local Government Act 1972.

The Leader may appoint non-Cabinet Members to Joint Committees where those Committees cover 5 or more local authorities).

- I. the following employment and general functions are delegated to the London Councils' Leaders Committee:
 - (a) national and provincial agreements regulating the employment of staff;
 - (b) the training of staff;
 - (c) information generally affecting human resources issues;
 - (d) health, safety and welfare matters;
 - (e) representation on national negotiating bodies dealing with pay and conditions of employment of staff;
 - (f) providing a conciliation and arbitration service in the resolution of staffing disputes;
 - (g) liaising with relevant employers' associations in relation to staffing matters;
 - (h) providing services to and representing and consulting on the common interests of London local authorities;
 - (i) providing forums for the discussion of matters of common concern;
 - (j) formulating policies for the development of democratic and effectively managed local government; and
 - (k) providing information on local government issues relevant to London.

- 2 The following transport and environment functions are delegated to the London Councils' Transport and Environment Committee:
 - (a) The appointment of parking adjudicators for the purposes of the Road Traffic Act 1991; fixing penalty charge levels for infraction

of parking orders; agreeing arrangements in connection with the clamping and recovery of vehicles including charges and penalties; formulation of common practices throughout greater London in respect of vehicle parking penalties; any ancillary matters associated with these functions.

- (b) The administration, modification and enforcement of traffic orders controlling the use of heavy lorries in greater London at night and during week-ends.
 - (c) The arrangements, including those with transport operators under section 50 London Regional Transport Act 1984, for concessionary fares for the elderly and disabled entitling them to use public transport in greater London free of charge during prescribed hours and the use of taxis at reduced rates of charge and all ancillary matters associated with these functions.
 - (d) Agreement to the levels of fixed penalties for any fixed penalty offence under the London Local Authorities and Transport for London Act 2003 and the London Local Authorities Act 2004, and any other functions required or permitted to be carried out by the joint committee under those Acts.
 - (e) Functions delegated to TEC to enter into the arrangement with the British Parking Association were and continue to be delivered pursuant to section 1 of the Localism Act 2011;
 - (f) Provision of an appeals service for parking on private land for the British Parking Association under contract; and
 - (g) making and enforcing pan-London Traffic Orders to facilitate the introduction of a pan-London Safer Lorries Scheme and make traffic orders covering the whole of London.
3. The following grants functions are delegated to the London Councils Grants Committee:

Administering grants to voluntary organisations under a scheme established under Section 48 Local Government Act 1985 on behalf of participating boroughs and in accordance with the constitutional and procedural arrangements set out in the scheme.

4. Crematoria functions are delegated to the Eltham Crematorium Joint Committee
5. Waste disposal functions are delegated to the South East London Waste Disposal Group
6. The following functions in relation to Joint Committee of London Local:

The discharge executive functions that relate to joint activities in areas of growth and opportunities for devolution to the sub-region as follows:

1. Strategic management and expenditure of the Annual Budget as defined by the Inter Authority Agreement made between Local London Members.
2. Strategic management and expenditure of external funding and all other financial resources allocated to the joint committee, including any funding allocated to the joint committee by any or all of the Local London Members in addition to the annual budget.
3. Approval of an annual business plan.
4. To collaborate on and coordinate a range of activities and opportunities that arise through greater devolution of powers from central government.
5. Securing local benefits and sustainable growth for the geographical areas of Local London Members.
6. Securing the long-term benefits for the functions carried out and services provided by Local London Members collectively, individually or in partnership with others.
7. Strategic and operational coherence to the collaborative work of Local London Members in relation to securing local benefits.
8. Joint bidding for funding, training and employment programmes, e.g. funding from the European Union and Regional Growth Fund (RGF) where bids from one Borough will not be entertained.
9. Establishing and facilitating the implementation of a programme for Local London Members which ensures local benefit and sustainable long term growth.

Any other executive functions relating to joint activities or areas of common concern in relation to growth and opportunities for devolution to the sub-region in relation to which funding is allocated through the annual budget or in respect of which external funding or any other financial resources as allocated to the joint committee.

ANNUAL MEETING OF THE COUNCIL	DATE 25 May 2022	ITEM NO 9
TITLE Council Chief Whip, Deputy Chief Whip, Leader of the Opposition and Opposition Party Whip	WARDS All	
CHIEF OFFICER Chief Executive	CABINET MEMBER(S) N/A	
DECISION CLASSIFICATION Non exempt report	IS THE FINAL DECISION ON THE RECOMMENDATIONS IN THIS REPORT TO BE MADE AT THIS MEETING? Yes	

1. **Decision Required**

The Council is requested to:

- 1.1 Note the appointment of Members by their Party Groups to the offices listed below for the 2022/23 Municipal Year:-

Council Chief Whip	Councillor Peter Baker
Deputy Chief Whip	Councillor Elizabeth Ige
Leader of the Opposition	Councillor Matt Hartley
Chief Whip of the Opposition	Councillor Pat Greenwell

2. **Links to the Royal Greenwich high level objectives**

- 2.1 Not applicable.

3. **Purpose of Report and Executive Summary**

- 3.1 To note the appointments made by the Party Groups.

4. **Available Options**

- 4.1 Not applicable as the appointments are the decision of the Party Groups.

5. **Preferred Option**

- 5.1 Not applicable.

6. **Reasons for Recommendations**

6.1 Not applicable. The report is for noting only.

7. **Consultation Results**

7.1 Not applicable.

8. **Communication and Implementation of the Decision**

8.1 The decision will be published on the Council's website.

9. **Cross-Cutting Issues and Implications**

Issue	Implications	Sign-off
Legal including Human Rights Act	This report forms part of the required business of the Annual Meeting of the Council, as stated in the Council's Constitution, Part 4, A1.3.	John Scarborough, Director of Legal & HR, 20 May 2022
Finance and other resources including procurement implications	There are no financial implications arising from this report.	Damon Cook, Director of Finance 20 May 2022
Equalities	The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no apparent equality impact on end users.	Veronica Johnson, Head of Corporate Governance and Democratic Services 20 May 2022
Climate change	Not applicable as this is an administrative decision	Veronica Johnson, Head of Corporate Governance & Democratic Services 20 May 2022

10. **Background Papers**

10.1 None.

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ANNUAL MEETING OF THE COUNCIL	DATE 25 May 2022	ITEM NO 10
TITLE Establishment of Committees to deal with matters which are neither reserved to the Council nor are executive functions; determination of the terms of reference and number of seats on such committees and the allocation of seats to political groups in accordance with the political balance rules	WARDS All	
CHIEF OFFICER Chief Executive	CABINET MEMBER(S) N/A	
DECISION CLASSIFICATION Non exempt report	IS THE FINAL DECISION ON THE RECOMMENDATIONS IN THIS REPORT TO BE MADE AT THIS MEETING? Yes	

I. **Decisions Required**

The Council is requested:

- I.1. To establish the following Member-level Bodies for 2022/23 to deal with matters which are neither reserved to the Council nor are executive functions.

Standing Member-Level Bodies

Audit and Risk Management Panel
 Borough-wide Housing Panel (Vice-Chair only)
 Corporate Parenting Board
 Eltham and Kidbrooke Area Planning Committee
 General Purposes Committee
 Greenwich Area Planning Committee
 Health and Well-Being Board
 Highways Committee
 Licensing Committee
 Local Housing Panels (Vice Chairs only)
 Margaret McMillan Field Study Centre Sub-Committee
 Overview and Scrutiny Committee
 Overview and Scrutiny Call In Sub-Committee
 Pension Fund Investment and Administration Panel
 Planning Board

Scrutiny Panels (x6)
Standards Committee
Standing Advisory Council on Religious Education (SACRE)
Woolwich Area Planning Committee

Consultative Bodies

Greenwich Council Joint Committee
Schools Forum

(Note: A Special Meeting of the Licensing Committee will be held at the close of this Annual Council Meeting to establish and appoint Members to the Licensing Sub-Committees).

- 1.2. To agree the allocation of seats on Member-level bodies as set out in Appendix A, and that Part 3 Schedule B of the Constitution [membership numbers] be updated accordingly (Annexe I).
- 1.3. To agree the terms of reference of all Member level bodies for 2022/23 (Appendix B) and that Part 3 of the Constitution (Responsibility for Functions) be updated accordingly.
- 1.4. To agree the Chairs of the Scrutiny Panels for 2022/23 (Appendix C).
- 1.5. To agree that Dr Susan Blackall be appointed as Chair of the Standards Committee (and consequently Vice-Chair of the Audit and Risk Management Panel) and that Dr Susan Blackall (vice-chair) be appointed as an independent member of the Standards Committee.
- 1.6. To agree that the Chief Executive be authorised to (a) establish, in consultation with the Party Group Leaders, individual Appointment Panels based on the requirements of the post; and (b) appoint, in consultation with the Leader and Party Whips, Members to Appointment Panel.
- 1.7. To agree that the Chief Executive, in consultation with the Leader of the Council and the relevant Party Whip, be authorised to appoint to any vacancies on the bodies listed in 1.1 above or any that may arise during the Municipal Year 2022/23.

2. Links to the Royal Greenwich high level objectives

- 2.1 This report relates to the Council's agreed high level objectives as follows:

- A Healthier Greenwich
- A Safer Greenwich
- A Great Place to Grow Up
- Delivering Homes Through Economic Growth
- A Cleaner, Greener Greenwich
- Economic Prosperity for All
- A Great Place to Be
- A Strong Vibrant and Well-run Borough

3. **Purpose of Report and Executive Summary**

- 3.1 To establish Member-level Bodies for the municipal year to deal with matters which are neither reserved to the Council nor are executive functions; to determine the terms of reference and number of seats on such committees and to allocate seats to political groups in accordance with the political balance rules.

4. **Introduction and Background**

Political Balance

- 4.1 In accordance with the Local Government (Committees and Political Groups) Regulations 1990, notice was given to the Chief Executive, that following the local authority elections (May 2022) the following political groups had been established:-

Labour Group	- 52 Members
Conservative Group	- 3 Members

- 4.2 The Council has a duty to review the representation of different political groups on Member-level bodies to which the Council makes appointments. This review must be carried out at, or as soon as practicable after, the Annual Meeting.
- 4.3 In relation to appointments to committees of Council this needs to be appointed in accord with the political balance on the Council and principles below unless the matter can be resolved through Groups' Whips in liaison with the Chief Executive.
- a. That not all seats on a body are allocated to the same political group.

- b. That the majority of seats on the body are allocated to a political group which is a majority of the Council's membership.
 - c. That, subject to paragraphs a. and b. above, the total number of seats on all Committees which are allocated to each political group shall bear the same proportion as their relative strength on the Council as a whole.
 - d. That, subject to paragraphs a. to c. above, the number of seats on any individual body allocated to each political group bears the same proportion as to their relative strength on the Council (as far as practicable in relation to the size of the body).
- 4.6 A 'ready reckoner' setting out the allocation of seats in accordance with the current political balance is set out at Appendix A for Members' convenience.

Appointment Panels

- 4.7 The role of the Appointment Panel is to undertake all stages in the recruitment of Chief Officers. Under the Officer Employment Procedure Rules (Constitution – Part 4H) the Chief Executive, in consultation with the Leader, has authority to determine which other senior Officer posts should be recruited to at Member level.
- 4.8 Given the unique requirements of each post being recruited it is proposed that the Chief Executive, in consultation with the Party Group Leaders, is authorised to establish individual Appointment Panels. The Chief Executive already has delegated authority to appoint Members to individual Panels in consultation with the Leader of the Council and the Party Whips.

Planning Board and Area Planning Committees

- 4.9 The Council is the 'parent body' for both the Planning Board, which determines strategic planning applications, and the three geographical Area Planning Committees. It is anticipated that the Chair of Planning also chairs the Area Planning Committees and this is reflected in the Members' Allowances Scheme.

Audit and Risk Management Panel

- 4.10 The Audit and Risk Management Panel continues to act as the Council's Audit Committee as recommended by CIPFA. The Panel is chaired by the Chair of the Overview and Scrutiny Committee and independent Chair of the

Standards Committee is the vice-chair of the Audit and Risk Management Panel.

4.10 The Panel in 2022/23 is to continue to focus on governance and providing an independent assurance to the Council with regard to audit and risk management. Specifically the Panel will focus on:

- Statement of Accounts;
- Annual Governance Statement and Review;
- Scrutiny of the Internal Audit Plan (including identification of issues to be reported back to the Panel);
- Internal Audit End Year Performance;
- Risk Management Strategy (and key risks identified by the Panel for consideration at future meetings);
- Treasury Management;
- Capital Strategy; and
- Annual Audit Letter

4.11 Following changes in the Overview and Scrutiny function each of the Scrutiny Panels will be looking at risk and issues raised by audit. The Scrutiny Panels would report any concerns to the Audit and Risk Management Panel and the relevant Cabinet Member.

Licensing Committee

4.12 The Council at its meeting in January 2005 agreed to the establishment of a Licensing Committee to discharge the Authority's duties under the Licensing and Gambling Acts.

4.13 Following the Annual Meeting the Licensing Committee will meet to appoint its Sub-Committees for 2022/23. The Members of the Sub-Committees must be drawn from the main Committee and members must receive appropriate training before considering licensing applications.

Overview and Scrutiny Committee and Scrutiny Panels

4.14 It is proposed that the main Committee continues to comprise of the Chair of Overview and Scrutiny, the Chairs of the Scrutiny Panels, and two minority party members. The Panels to be established in 2022/23 are as follows:

- Children and Young People Scrutiny Panel
- Community Safety and Environment Scrutiny Panel

- Corporate Finance and Performance Scrutiny Panel
- Healthier Communities and Adult Social Care
- Housing and Anti-Poverty Scrutiny Panel
- Regeneration, Transport and Culture Scrutiny Panel

4.15 The work programme of Overview and Scrutiny Committee and the Scrutiny Panels will be presented to Council in June.

Scrutiny Panel Chairs and Membership

4.16 Under the Overview and Scrutiny Procedure Rules (Part 4B) of the Constitution it falls to the Council to appoint the Chair of the Scrutiny Panels. Appendix C details the nominations received from the Chief Whip for Scrutiny Panel Chairs for 2022/23. Should more than one nomination be received for each post the Council will be requested to vote.

4.17 At the Council Annual Meeting in 2016 it was agreed that the Scrutiny Panels are appointed by Council rather than the Overview and Scrutiny Committee. Each Panel is a stand-alone body of Council and it falls to the full Council to make these appointments. The Overview and Scrutiny Committee remains as the coordinating body for the function and will continue to oversee, and where necessary direct, the work programmes of the Panels.

Call In

4.18 The Call In Sub-Committee is now a formal body of Council and it falls to the Authority to make appointments to it. As those members who have called in the decision are barred from sitting on the Call-In Sub-Committee, should the matter be referred to that body for reconsideration, it is recommended that deputies are appointed. As a result of changes agreed at the 2014 Annual Meeting all non-executive councillors can now be able to exercise the power of call in, although to call in an executive decision still requires two signatories.

Health and Wellbeing Board

4.19 In line with the Health and Social Care Act 2012 the Council at its meeting on 27 March 2013 agreed to establish a Health and Wellbeing Board. Its broad function is to encourage integrated working in the provision of health and social care services in Greenwich. This includes the preparation of a strategic needs assessment and a strategic plan for the provision of services.

4.20 The councillor members can be appointed by full Council or the General Purposes Committee; however, Council can only appoint those nominated by the Leader. The Board itself under s194(8) of the 2012 Act “may appoint such additional persons to be members of the Board as it thinks appropriate”. Under the Regulations for the Board political proportionality rules does not apply.

Standards Committee

4.21 The membership of the Standards Committee is three independent members and three councillors (appointed in line with political balance). The Committee is chaired by one of the independent members. The Council is requested to re-appoint the independent Chair (Dr Susan Blackall). There are two vacancies on the Committee for an independent member which will be re-advertised this year.

Pensions

4.22 A Pension Board was established in 2015 as required under the Local Government Pension Scheme (Amendment) (Governance) Regulations 2015 and this is in addition to the Pension Fund Investment and Administration Panel. The purpose of the Board is to assist the Administering Authority in its role as a scheme manager of the Scheme. The role includes:

- Assist the Royal Borough of Greenwich Administering Authority as Scheme Manager:
 - to secure compliance with the LGPS regulations and any other legislation relating to the governance and administration of the LGPS
 - to secure compliance with requirements imposed in relation to the LGPS by the Pensions Regulator
 - Any such other matters as the LGPS regulations may specify.
- Secure the effective and efficient governance and administration of the LGPS for the Royal Borough of Greenwich Pension Fund
- Provide the Scheme Manager with such information as it requires to ensure that any member of the Pension Board or person to be appointed to the Pension Board does not have a conflict of interest.

4.23 The Pensions Board consists of two employer and two member representatives. The employer representatives to the Board are appointed by the Council.

General Purposes

- 4.24 At the 2015 Annual Meeting it was agreed that the membership of the General Purposes Committee should be increased to four Members (three Labour and one Conservative). This was to reflect Council's decision to delegate Human Resources Strategies and Policies formally to the General Purposes Committee which already has authority on behalf of the Council for agreeing the salary level, within the agreed bandings, for a post with a remuneration of £100,000 or more in relation to a specific appointment.

Staff Consultative Bodies

- 4.25 The Head of Human Resources is currently reviewing the staff consultative mechanisms to take account of the modernised executive structures; and in particular the role of the Cabinet portfolio holder in leading discussions with employee representatives. There remains though a requirement to establish the Greenwich Joint Committee.

Other Bodies

- 4.26 There are no changes in relation to the Highways Committee, Margaret McMillan Field Study Centre Sub-Committee, Standing Advisory Council on Religious Education (SACRE), Borough-wide Housing Panel, and the Local Housing Panels. The latter form part of the Tenants' Compact and the Council nominates the vice-chair, the meetings of these bodies are open to all Members to attend.
- 4.27 On 27 January 2021 Cabinet agreed an amended constitution for the Schools Forum.
- 4.28 On 10 May 2017 Cabinet agreed the formation of a Corporate Parenting Board. The Board is not a Committee of the Council under s.101 of the Local Government Act 1972 and will have no delegated powers and is not subject to the rules under the 1972 Act and Part 8 of the Council's Constitution requiring public access to agendas and meetings.

5. Available Options

- 5.1 The bodies are established to undertake functions of the local authority, and in some cases are specifically required by legislation. If not established then, unless otherwise specified in legislation, the functions would have to be undertaken by full Council.

6. **Preferred Option**

6.1 To agree the recommendations in paragraph 1.

7. **Reasons for Recommendations**

7.1 The authority is required by legislation to establish certain bodies and also to comply with the Local Government (Committees and Political Groups) Regulations 1990. The recommendations will enable the Council to discharge its functions efficiently and effectively.

8. **Consultation Results**

8.1 Not applicable.

9. **Communication and Implementation of the Decision**

9.1 The decisions will be published on the Council's website.

10. **Cross-Cutting Issues and Implications**

Issue	Implications	Sign-off
Legal including Human Rights Act	The Local Government Act 1972, Part VI, makes provisions for the discharge of functions of the local authority to committees. This report forms part of the required business of the Annual Meeting of the Council, as stated in the Council's constitution, Part 4, A1.4.	John Scarborough, Director of Legal & HR, 20 May 2022
Finance and other resources including procurement implications	There are no financial implications arising from this report.	Damon Cook, Director of Finance 20 May 2022
Equalities	The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no apparent equality impact on end users.	Veronica Johnson, Head of Corporate Governance and Democratic Services 20 May 2022

Climate change	Not applicable as this is an administrative decision	Veronica Johnson, Head of Corporate Governance & Democratic Services 20 May 2022
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11. **Report Appendices**

11.1 The following documents are to be published with and form part of the report:

- Appendix A Allocation of Seats
- Appendix B Terms of References
- Appendix C Appointment of Scrutiny Panel Chairs
- Annexe I

12. **Background Papers**

12.1 None

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ANNUAL COUNCIL, MAY 2022**PROPOSED ALLOCATION OF SEATS - COUNCILLOR MEMBERSHIPS**

Political Balance of the Council:	Lab 94.54%	Con 5.45%
	Cllrs 52	Cllrs 3

Proposed Seat Allocation

	Total No of seats	Lab	Cons
Audit and Risk Management Panel	7 ¹	5	1
Corporate Parenting Board	4	3	1
Eltham and Kidbrooke Area Planning	8	7	1
General Purposes Committee*	4	3	1
Greenwich Area Planning	8	7	1
Health and Well-Being Board	5	5	-
Highways Committee	9	8	1
Licensing Committee	15	14	1
Licensing Sub-Committees*	12	12	0
Margaret McMillan Field Study Centre Trust Sub-Committee	5 ²	3	1
Overview and Scrutiny Committee	8	7	1
Overview and Scrutiny Call In Sub*	3	2	1
Pension Fund Investment and Administration Panel	4	3	1
Planning Board	10	9	1
Schools Forum	2	2	-
Standards Committee*	3	2	1
SACRE	3	2	1
Staff Consultative Body	8	7	1

¹ Includes one independent member

² The University of Greenwich has nomination rights to one seat on the Sub-Committee

APPENDIX A

	Total No of seats	Lab	Cons
Woolwich and Thamesmead Area Planning	8	7	1
Scrutiny Panel – Children and Young People	8	7	1
Scrutiny Panel – Healthier Communities and Adult Social Care	8	7	1
Scrutiny Panel – Corporate Finance and Performance	8	7	1
Scrutiny Panel – Community Safety and Environment	8	7	1
Scrutiny Panel – Regeneration, Transport and Culture	8	7	1
Scrutiny Panel – Housing and Anti-Poverty	8	7	1
TOTAL	134 ³	114(85.07%)	20 (14.92%)

Bold = Not included in the Political Balance or total number of seats calculations

* = Deputies to be appointed

3 Not including the two seats for independent Members on the Audit and Risk Management Panel and the Margaret McMillan Field Study Centre Trust Sub-Committee

POLITICAL BALANCE: READY RECKONER
(LAST UPDATED 09.05.22)

Committee or Sub-Committee Size (inc. Ex-Officio)	Lab 94.54% 52 Cllrs	CON 5.45% 3 Cllrs
3 Members	2 (67%)	1 (33%)
4 Members	3 (75%)	1 (25%)
5 Members	4 (80%)	1 (20%)
6 Members	5 (83.3%)	1 (16.6%)
7 Members	6 (85.71%)	1 (14.28%)
8 Members	7 (87.5%)	1 (12.5%)
9 Members	8 (88.8%)	1 (11.1%)
10 Members	9 (90%)	1 (10%)
11 Members	10 (90.09%)	1 (9.09%)
12 Members	11 (91.6%)	1 (8.3%)
13 Members	12 (92.3%)	1 (7.6%)
14 Members	13 (92.85%)	1 (7.14%)
15 Members	14 (93.3%)	1 (6.6%)

Schedule B - Council functions

I. Functions where the Council or committees of the Council will take decisions

Decision making body	Membership	Function	Delegation of function
Full Council	All members of the Council	Functions relating to elections as set out in Regulation 2 and Section D of Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (the Functions Regulations).	The Chief Executive in respect of all paragraphs in Section D, except 1, 6, 8, 9 and 17.
		Functions relating to the name and status of the area and individuals as set out in Regulation 2 and Section E of Schedule 1 to the Functions Regulations.	
		Making, amending, revoking or re-enacting byelaws.	
		Promoting or opposing local or personal bills.	
		Functions relating to local government pensions.	These functions are delegated to the Pension Fund Investment and Administration Panel.
		Making and amending standing orders, including financial and contracts procedures.	

Decision making body	Membership	Function	Delegation of function
		Adopting and amending a scheme for members' allowances.	The General Purposes Committee may agree minor changes in the level of allowances paid under this scheme.
		Approving the Council's statement of accounts, income and expenditure and balance sheet.	
		Making payments or providing other benefits in cases of maladministration.	Functions relating to local settlements are delegated to the Chief Executive.
		Functions relating to health and safety under any "relevant statutory provision" within the meaning of Part I of the Health and Safety at Work Act 1974, to the extent that those functions are discharged otherwise than in the council's capacity as employer.	These functions are delegated to the Director of Housing and Safer Communities.
		<p>Appointing and revoking the appointment of any individual</p> <ul style="list-style-type: none"> • to any office other than an office in which he or she is employed by the authority • to any body other than <ul style="list-style-type: none"> - the Council - a joint committee of two or more authorities which 	<p>These functions are delegated to the General Purposes Committee.</p> <p>NB. The Chief Executive, in consultation with the Leader and Party Whips, has delegated authority to establish Appointment Panels</p>

Decision making body	Membership	Function	Delegation of function
		<p>carries out functions, all of which are the responsibility of the Cabinet; or</p> <ul style="list-style-type: none"> - to any committee or sub-committee of such a body. 	and make appointment to the Panel.
Full Council	All members of the Council	Appointing staff other than 1 st and 2nd tier.	These functions are delegated to the relevant Chief Officer.
		All functions relating to town and country planning and development control as specified in Regulation 2 and section A Schedule 1 to the Functions Regulations, other than those delegated to the Planning Board or to Area Planning Committees.	These functions are delegated to the Director of Regeneration, Enterprise and Skills.
		All functions relating to licensing and registration as set out in regulation 2 and section B of Schedule 1 to the Functions Regulations, apart from paragraph 37, other than those delegated to the Planning Board or to Licensing Committee.	These functions are delegated to the Director of Housing and Safer Communities.
		All functions relating to the Licensing Act 2003, other than those delegated to the Licensing Committee under Part A of the Committee's Terms of Reference	These functions are delegated to the Director of Housing and Safer Communities.

Decision making body	Membership	Function	Delegation of function
		The registration of common land or town and village greens and the variation of rights of common as set out in paragraph 37 of section B to Schedule I to the Functions Regulations.	These functions are delegated to the Director of Regeneration, enterprise and Skills except where on the advice of the Director of Legal & HR the matter, due to a conflict of interest, should be determined by the General Purposes Committee.
		Appointing 1 st and 2 nd tier staff.	These functions are delegated to the General Purposes Committee. Full Council must confirm the appointment of the Chief Executive. NB. The Chief Executive, in consultation with the Leader and the Party Whips, has delegated authority to appoint individual Appointment Panels.
Planning Board	10 members of the Council	Determining applications for planning permission and for registrations, permits or licences which the Director of Regeneration, Enterprise and Skills, in consultation with the Chief Executive, considers are strategic.	

Decision making body	Membership	Function	Delegation of function
Licensing Committee	15 members of the Council	Determination of applications for registrations, permits or licenses which fall under Parts A and B of the Committee's Terms of Reference.	
		Determination of licenses, registrations and permits as detailed in Part A of the Committee's Terms of Reference.	This is delegated to the Licensing Sub-Committees.
Area Planning Committees	8 members of the Council	Determining non-strategic planning and related applications which fall within the Committee's terms of reference.	
		The exercise of powers relating to the tree preservation and the protection of hedgerows as set out in regulation 2 and sections B and I of Schedule I to the Functions Regulations.	
General Purposes Committee	4 members of the Council	To take decisions on minor matters which are not executive functions and which require Member level decisions in between full Council meetings.	
Standards Committee	3 members of the Council and 3 independent non-voting members	Promoting and maintaining high standards of probity and conduct within the Council.	
		Advising the council on the adoption or revision of its Code of Conduct.	

Decision making body	Membership	Function	Delegation of function
		Monitoring and advising the council about the operation of its Code of Conduct in the light of best practice, changes in the law.	
		Assisting members and co-opted members of the Council.	
		Ensuring that all members of the Council have access to training in the member Code of Conduct, that this training is actively promoted, and that members are aware of the standards expected from local councillors under the Code.	
		Consideration of complaints that Members have breached the Code of Conduct following a report of the Independent Person.	
		Grant exemptions from political restrictions.	

Schedule E - Terms of reference - Member-level Bodies 2022/23**I. Full Council**

The following specific matters are reserved for decision by the Full Council:

- a. adopting and changing the Constitution;
- b. approving or adopting the Policy Framework, the Budget and any application to the Secretary of State in respect of any Housing Land Transfer;
- c. approving proposals in connection with the preparation of an altered or replacement development plan, prior to public consultation;
- d. making decisions about any matter in carrying out an executive function which is covered by:
 - i) the Policy Framework, where the decision maker is minded to make it in a manner which would be contrary to the Policy Framework, or
 - ii) the Budget, where the decision maker is minded to make it in a manner which would be contrary to or not wholly in accordance with the Budget.

subject to the urgency procedure contained in the Budget and Policy Framework Procedure in Part 4 of the Council's Constitution;

- e. appointing the Leader of the Council;
- f. agreeing and/or amending the terms of reference for committees, deciding on their composition and making appointments to them and appointing their chairs and vice-chairs (except in respect of committees appointed by the Cabinet in relation to executive functions);
- g. agreeing the list of outside bodies to be appointed to and making appointments accordingly unless the appointment is an executive function or has been delegated by the Council (N.B. where an in year vacancy arises the appointment to be made by the Chief Executive, in consultation with the relevant Party Whip);
- h. adopting an allowances scheme under Article 2.05 of the Council's Constitution;

- i. changing the name of the area, conferring the title of honorary alderman or freedom of the borough;
- j. confirming the appointment of the Chief Executive;
- k. making, amending, revoking, re-enacting or adopting bylaws and promoting or opposing the making of local legislation or personal Bills;
- l. electing a Mayor of the Royal Borough of Greenwich each Municipal Year (at the Annual Council Meeting);
- m. determining the annual work programme of overview and scrutiny activities;
- n. approving a Local Code of Conduct for Members;
- o. the setting of the Council Tax;
- p. approving the annual Statement of Accounts;
- q. agreeing the overall pay banding for the Council's chief officer structure which includes all posts with a remuneration of £100,000 or over and also agreeing specific severance packages which exceed the limit of £95,000 set out in the Small Business, Enterprise and Employment Act 2015 (not including permitted contractual obligations) and authorising any application to MHCLG and/or the Treasury to waive the provisions.
- r. all other matters which, by law, must be reserved to Council.

In addition, the following matters may also be considered at meetings of the Full Council in accordance with the Council and Committee Procedure Rules (Part 4, Schedule A of the Council Constitution):

- i) Receipt of petitions, public deputations and public questions
- ii) Members Questions
- iii) As appropriate reports of committees (or sub-committees) on matters within their terms of reference
- iv) Motions of which Notice has been given by two or more members.

I.1 General Purposes Committee

- a. To appoint members to fill vacancies which arise from time to time on committees established by the Council in accordance with the wishes of the relevant political group.
- b. To appoint and revoke the appointment of any individual:
 - to any office other than an office in which he or she is employed by the Council
 - to any body other than:
 - the Council
 - a joint committee of 2 or more authorities which carries out functions, all of which are the responsibility of the Cabinet
- c. To decide on the up rating of subsistence, travel and carers allowance rates, and to make inflation-only increases in basic and special responsibility allowances.
- d. To determine applications for the registration of common land or town and village greens and the variation of rights of common as set out in paragraph 37 of section B to Schedule 1 to the Functions Regulations, where on the advice of the Director of Legal & HR it would not be appropriate for the Director of Regeneration, Enterprise and Skills to exercise her / his delegated authority.
- e. To agree the salary level for posts with a remuneration of £100,000 or over in relation to a specific appointment.
- f. To determine Human Resources Strategies/Policies and individual matters on behalf of Council.

I.2 Pension Fund Investment and Administration Panel

- a. To exercise all relevant functions conferred by regulations made under the Public Services Pensions Act 2013
- b. To consider and decide all matters regarding the management of the pension fund's investments and administration and to determine the delegation of powers of management of the fund and to set boundaries for the managers' discretion.

- c. To decide all matters relating to policy and target setting for and monitoring the investment performance of the pension fund
- d. At least once every three months, to review the investments made by the investment managers and consider the desirability of continuing or terminating the appointment of the investment managers.
- e. To consider and make recommendations on policy and staff related issues which have an impact on the pension fund directly or indirectly through changes in employer pension contribution rates and through Fund employers' early retirement policies.
- f. To consider triennial valuation reports prepared by the Fund's actuaries, with recommended employer contributions.
- g. To receive monitoring reports from the Director of Finance on all matters relevant to the Pension Fund and the Administering Authority's statutory requirements.
- h. To receive reports as appropriate from the Pension Board.

2 Overview and Scrutiny Call-in Sub-Committee

To exercise on behalf of the Council the powers to call-in Executive decisions in accordance with the Overview and Scrutiny Committee procedures (Part 4, Schedule B of the Council's Constitution).

3. Overview and Scrutiny

3.1 Overview and Scrutiny Committee

- a. To co-ordinate and oversee all overview and scrutiny functions on behalf of the Council.
- b. To monitor and keep under review upcoming key decisions and forthcoming Cabinet business as published under the Access to Information Procedures in Part 4D of this Constitution.
- c. To recommend to Council each year an annual work programme of overview and scrutiny activities. This may include the scrutiny or review of services or activities of other organisations which are relevant

to the social, environmental or economic wellbeing of the Borough or its residents.

- d. To undertake scrutiny functions in respect of overarching issues which affect a number of service and subject areas, or which may be allocated specifically to the Committee by the Council, or which do not fall within service or subject areas of any Scrutiny Panel.
- e. In appropriate cases where matters fall within the remit of more than one Scrutiny Panel, to determine which panel will assume responsibility for any particular issue.
- f. To monitor action on matters referred by Overview and Scrutiny Committee to the Cabinet, either by way of report or for reconsideration, to ensure that they are managed efficiently and in accordance with the Council's Constitution and Overview and Scrutiny Procedures.
- g. To consider the outcome of Scrutiny reviews undertaken by the Scrutiny Panels and refer recommendations to the Chief Executive.

3.2 Scrutiny Panels

- a. To scrutinise in relation to functions assigned to the Panel issues relating to:
 - Performance Management
 - Value for Money
 - Holding the Executive to account
 - External bodies
 - Tackling inequality
- b. To monitor the budget management and general performance of Council services within the Panel's remit.
- c. To review and/or scrutinise the outcome of decisions made or actions taken by or on behalf of the Cabinet (including action taken under delegated powers) in relation to functions within the Panel's remit.
- d. To scrutinise the work of partnership bodies and public services.

- e. To make reports and/or recommendations to the Overview and Scrutiny Committee in connection with any of the matters within its terms of reference;
- f. The Healthier Communities and Adult Social Care Scrutiny Panel is responsible for the review and/or scrutiny of matters relating to the health service in the borough and specifically:
 - i. To review and scrutinise local health services, make recommendations and report their findings
 - ii. To refer to the Secretary of State any substantial variations of NHS services that are not in the interests of local people or where consultation has been inadequate
 - iii. To establish joint health scrutiny committees to consider issues of concern to two or more existing scrutiny committees.
- g. The Community Safety and Environment Panel Scrutiny Panel is responsible for the review and/or scrutiny of decisions made, or other action taken, in connection with the discharge by the Council or of the relevant Chief Officer of Police of their crime and disorder functions. In its role as the Crime and Disorder Committee the Panel may co-opt additional people; request information from the Community Safety Partnership (known as the Safer Greenwich Partnership) which must be provided on the date requested or if this is impractical as soon as reasonably possible; require the attendance of representatives from the CSP to give evidence or answer questions at its meetings; representatives must attend providing reasonable notice is given. The CSP must respond to recommendations made by the Committee in writing as soon as is reasonably possible.

n.b. When the Panel produces a report and/or recommendation(s) it will at the same time provide a copy to the relevant Chief Officer of Police, Police Authority, Probation Service and Health Authority.
- h. The Corporate Finance and Performance Scrutiny Panel is responsible for the review and/or scrutiny of the work and delivery of services by the Council and by regional and sub-regional bodies and partnerships on matters which affect the whole or any part of the Royal borough or all or any persons resident or present in the Royal borough.

4. Planning Board

- a. Responsible for the implementation across the Borough, and overall co-ordination of the Council's planning functions and in this respect the Board is the 'parent body' of Area Planning Committees which will deal with individual, non-strategic planning applications.
- b. To determine all planning applications which are considered to be strategic.
- c. To determine non-strategic planning applications where the Director of Regeneration, Enterprise and Skills, in consultation with the Director of Legal & HR, Leader of the Council and the Chair of Planning, considers it would be in the best interests of the Authority for the matter to be determined by the Board rather than the relevant Area Planning Committee.

(Note: In respect of (b) above, the Director of Regeneration, Enterprise and Skills has delegated authority, in consultation with the Chief Executive and Leader of the Council to determine in each individual case whether a matter is strategic and therefore falls to be considered by the Board).

5. Licensing Committee

Part A

The Licensing Committee will undertake all functions of the Authority under the 2003 Act that are not the responsibility of the Council, as follows:

- make recommendations to the Council on the Statement of Licensing Policy;
- review the Statement of Licensing Policy within statutory intervals, keeping the policy under review at other times and undertaking appropriate consultations;
- advise the Authority in respect of matters relating to the protection of children from harm;
- decide the extent to which the Authority will recommend the classification of films;
- monitor the impact of licensing on regulated entertainment in general and live music and dancing in particular;

- refer reports to the Planning Authority on the situation concerning licensed premises including the general impact of alcohol related crime and disorder;
- consider current licenses or applications for licenses where a valid representation has been made and not withdrawn;
- receive reports on the needs of the local tourist economy and the cultural strategy for the area;
- receive reports on the employment situation in the area;
- consider measures to promote the music, dancing and theatre for the wider cultural benefit.

The Director of Housing and Safer Communities has delegated authority, in consultation with the Chief Executive and Leader, to determine whether licensing matters should be considered by the Licensing Committee. Except where it is decided that a matter should be determined by the full Licensing Committee, the Licensing Authority accepts the Secretary of State recommendations that delegation by the Licensing Committee will be approached in the following way:

Matter to be dealt with	Sub Committee	Officers
Application for personal licence	If a Police objection made	If no objection made
Application for personal licence with unspent convictions	All cases	
Revocation or suspension of personal licence by local authority where it becomes aware of convictions or immigration penalties	All cases	
Application for premises licence/club premises certificate	If a relevant representation made. *	If no relevant representation made
Application for provisional statement	If a relevant representation made.	If no relevant representation made
Application to vary premises licence/club premises certificate	If a relevant representation made. *	If no relevant representation made

Matter to be dealt with	Sub Committee	Officers
Application to vary designated premises supervisor	If a police objection	All other cases
Request to be removed as designated premises supervisor		All cases
Application for transfer of premises licence	If a police objection	All other cases
Applications for interim authorities	If a police objection	All other cases
Application to review premises licence/club premises certificate	All cases	
Decision on whether a complaint is irrelevant, frivolous, vexatious etc.		All cases
Decision to object when local authority is a consulted and not the relevant authority considering the application	All cases	
Determination of a police objection to a temporary event notice.	All cases	
Classification of Films		All cases
Re-classification of Films		All cases

*Where all persons required by the Act have agreed that a hearing is not necessary then it shall be for the Chair of the Licensing Committee to determine whether to dispense with a hearing under Section 9 of the Licensing Act 2003 (Hearings) Regulations 2005.

Licensing Sub-Committees operating under delegated authority by the Licensing Committee will receive reports on matters determined by Licensing Officers with delegated authority.

- The consideration and determination of the following where a valid representation has been made and not withdrawn:
- application for a Personal Licence;
- application for Personal Licence with unspent convictions;
- Revocation or suspension of personal licence by local authority where it becomes aware of convictions or immigration penalties

- application for Premises Licence or Club Premises Certificate;
- application for provisional statement;
- application to vary a Premises Licence or Club Premises Certificate;
- application to vary Designated Premises Supervisor;
- application for transfer of Premises Licence;
- application for interim authorities;
- application to review a Premises Licence or Club Premises Certificate;
- determination of a Police Representation to a Temporary Event Notice;
- decision to object when the Authority is a consultee and not the relevant authority considering the application.
- determination of an appeal by the premises license holder in relation to interim steps imposed following a police application for a summary license review.

Part B

Under the Gambling Act 2005 the Licensing Committee will undertake all functions that are not the responsibility of the Council, as follows:

- make recommendations to the Council on the Statement of Licensing Policy;
- review the Statement of Licensing Policy within statutory intervals, keeping the policy under review at other times and undertaking appropriate consultations;
- consider current licenses or applications for licenses where a valid representation has been made and not withdrawn.

The Director of Housing and Safer Communities has delegated authority, in consultation with the Chief Executive and Leader, to determine whether licensing matters should be considered by the Licensing Committee. Except where it is decided that a matter should be determined by the full Licensing Committee, the Licensing Authority accepts the Secretary of State's recommendations regarding delegation by the Licensing Committee in the following way:

X indicates the lowest level to which decisions can be delegated.

Matter to be dealt with	Full council	Licensing (sub) committee	Officers
Three year licensing statement of principles	X		
Policy not to	X		

Matter to be dealt with	Full council	Licensing (sub) committee	Officers
permit casinos			
Fee Setting – when appropriate			X (subject to Executive approval)
Application for premises licences/provisional statement		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Application for a variation to a licence		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Application for a transfer of a licence		Where representations have been received from the Commission	Where no representations received from the Commission
Review of a premises licence		X	
Application for club gaming/club machine permits		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Cancellation of club gaming/club machine permits		X	
Applications for other permits			X
Alcohol licensed premises gaming machine permits for between 2 & 4 machines were there are no			X

Matter to be dealt with	Full council	Licensing (sub) committee	Officers
representations			
Alcohol licensed premises gaming machine permits for between 2 & 4 machines where there are representations		X	
Alcohol licensed premises gaming machine permits for applications in excess of 4 machines		X	
Cancellation of licensed premises gaming machine permits			X
Consideration of temporary use notice			X
Decision to give a counter notice to a temporary use notice		X	

Licensing Sub-Committees operating under delegated authority by the Licensing Committee will receive reports on matters determined by Licensing Officers with delegated authority. The stated authority is the lowest level that decision could be taken.

The consideration and determination of the following where a valid representation has been made and not withdrawn:

- an application for a premises licence;
- an application for variation of a premises licence;
- an application for transfer, following representations by the Commission;
- an application for a provisional statement
- a review of a premises licence;

- an application for a club gaming permit or club machine permit.

The consideration and determination of the following;

- cancellation of a club gaming or club machine permit;
- decision to give a counter-notice.

Licensing issues other than those that fall under the Licensing Act 2003 or the Gambling Act 2005, the Licensing Committee will undertake the functions as follows:

- I. The consideration and determination of applications for registrations, permits or licences, which fall into one of the following categories:
 - i) opposed applications (including renewals) for massage and special treatments;
 - ii) All applications for licences under Schedule 3, The Local Government (Miscellaneous Provisions) Act, 1982 (sex establishments);
 - iii) applications for site licences under the Caravan Sites and Central Development Act, 1960;
 - iv) opposed applications for approval of premises as a venue for civil weddings under the Marriage Act, 1994;
 - v) applications for licences to keep listed dangerous wild animals;
 - vi) revocation of existing licences;
 - vii) applications for Section 34 permits for new amusement arcades.
 - viii) functions under Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982

Licensing Review Sub-Committee

The Licensing Review Sub-Committee will determine:

- a) An application to review a Premises Licence or Club Premises Certificate issued under Section 52(2) of the Licensing Act 2003;
- b) An application to review a Club Premises Certificate under Section 88(2) of the Licensing Act 2003;
- c) Decision on appropriate interim steps following a police application for a summary license review under Section 53a (2) of the Licensing Act 2003;
- d) A review of a premises license following a summary review application under Section 53A (1) of the Licensing Act 2003;

- e) A review of Premises Licence following closure order under Section 167(5)(a);
- f) An application to review a Premises Licence under Section 201 of the Gambling Act 2005.

6. Area Planning Committees

- a. The consideration of non-strategic planning applications, as determined by the Director of Regeneration, Enterprise and Skills, which fall into one of the following categories:
 - 1) Applications submitted under the Town & Country Planning Act 1990 and related legislation and the Planning (Listed Buildings and Conservation Areas) Act 1990, where one or more of the following applies:
 - i) the proposal would not accord with the Council's approved planning policies and the Chief Officer's recommendation is to grant permission;
 - ii) there are eight or more objections to the application and the Chief Officer's recommendation is to grant permission;
 - iii) a Councillor whose Ward the application site is in requests that the application be determined by Committee;
 - iv) in the opinion of the Director of Regeneration, Enterprise and Skills the application should be determined by the relevant Area Committee;
 - v) the Director of Regeneration, Enterprise and Skills is responsible, wholly or partly, for management of the land or buildings involved, except where only minor works are involved;
 - vi) a planning obligation or legal agreement is involved.
 - 2) Planning and related applications submitted on behalf of the Council under the terms of the Town & Country Planning General Regulations 1992, where one or more of the following applies:
 - i) the proposal would not accord with the Council's approved planning policies and the Chief Officer's recommendation is to grant permission;
 - ii) there are eight or more objections to the application;
 - iii) the Chief Officer's recommendation is to refuse planning permission;

- iv) a Councillor whose Ward the application site is in requests that the application be determined by Committee;
- v) in the opinion of the Director of Regeneration, Enterprise and Skills the application should be determined by Committee;
- vi) where either of the named Officers are responsible (wholly or partly) for the management of land or buildings involved, except where only minor works are involved.

b. To determine the following environment matters:

1. Tree preservation orders
2. Applications for listed building consent,
3. Conservation area consent
4. Hazardous substances consent.

N.B. The designation and alteration of conservation areas, and agreeing proposals to preserve and enhance them, are reserved to Cabinet, following consultation with the relevant Area Planning Committee. All other environment functions which are executive functions are delegated to the Director of Regeneration, Enterprise and Skills.

7. Standards Committee

- (a) To promote high standards of conduct by members.
- (b) To advise the Council on the adoption or revision of a Code of Conduct and related Codes
- (c) To assist members to observe the Code of Conduct, in particular by ensuring access to training.
- (d) To consider and grant dispensations from requirements relating to interests set out in the Code of Conduct upon receipt of a written request made to the Monitoring Officer by a member or co-opted member. Having had regard to all relevant circumstances, Committee may grant a dispensation if it:
 - (i) considers that without the dispensation the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business,

- (ii) considers that without the dispensation the representation of different political groups on the body transacting any particular business would be so upset as to alter the likely outcome of any vote relating to the business,
- (iii) considers that granting the dispensation is in the interests of persons living in the authority's area,
- (iv) if it is an authority to which Part IA of the Local Government Act 2000 applies and is operating executive arrangements, considers that without the dispensation each member of the authority's executive would be prohibited from participating in any particular business to be transacted by the authority's executive, or
- (v) considers that it is otherwise appropriate to grant a dispensation.

N.B. With regard to (d)(i) above the Chief Executive has authority to agree a dispensation to a member in relation to proportionality.

- (e) To draw up a protocol for receipt and consideration of complaints.
- (f) To consider any written complaint that a member has failed to comply with the Code of Conduct and, if thought fit, to refer the complaint to the Chief Executive for investigation
- (g) To decide what action to take following an investigation, having sought and taken into account the views of an independent person appointed for that purpose.

8. Audit and Risk Management Panel

To provide an independent assurance of the adequacy of the risk management framework and the associated control environment, including the effectiveness of the Internal Audit and Corporate Anti-Fraud functions. In particular:

- a. To receive the annual review of internal controls and be satisfied that the Annual Governance Statement properly reflects the risk environment and any actions required to improve it.
- b. To consider (but not direct) the annual plans of the Internal Audit and Corporate Anti Fraud Services and to monitor performance throughout the year.

- c. To consider summaries of specific Internal Audit reports as requested and to seek assurances that action has been taken where necessary.
- d. To receive regular reports covering implementation of the Council's risk management policy and strategy to determine whether strategic risks are being actively managed.
- e. To report to Council on the risk management framework.
- f. To consider the effectiveness of the relationships between external and internal audit, inspection agencies and other relevant bodies, and to ensure that the value of the audit process is actively promoted.
- g. To receive reports on audit issues arising from the financial statements, external auditor's opinion and reports to members, and monitor management action in response to such issues.
- h. To provide input into the appointment of the council's external auditor.
- i. To maintain an audit overview of the council's constitution in respect of contract procedure rules, financial regulations and codes of conduct and behaviour.
- j. To consider the Council's audit arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.
- k. To comment on the Treasury Management Strategy, review the previous year's outturn position and to undertake a mid-year review.
- l. To comment on the Capital Strategy.

9. Housing Consultative Bodies

9.1 Local Housing Panels

- a. To draw up, publicise and monitor an annual Neighbourhood Action Plan to address local needs. Then to work with the Neighbourhood Manager to deliver the plan.

- b. To draw up and sign up to the Neighbourhood Tenant Participation Compact.
- c. To agree performance standards for key neighbourhood housing services and make recommendations on service delivery standards for the Council departments where practicable.
- d. To investigate and support fundraising from other sources to resource local community initiatives.
- e. To agree priorities for the neighbourhood Community Safety Budget.
- f. To be consulted on proposed changes and improvements to housing policy.
- g. To contribute to determining priorities for the neighbourhood Capital Programme.
- h. To monitor progress on all the neighbourhood's housing improvement and maintenance programmes.
- i. To monitor the quality of resident consultation and involvement.
- j. To receive and discuss any issues or reports from any Residents' Groups in their Area.
- k. To publicise to the community the work of the Panel.
- l. To ensure that the panel accurately reflects local residents views.
- m. To feed the Neighbourhood/Panel's views to the Council, through the Tenants' Consultative Forum or other bodies as appropriate.
- n. To promote opportunities for involvement in the Neighbourhood and Borough.
- o. To build partnerships with other agencies to benefit the Neighbourhood.

9.2 Borough-wide Housing Panel

- a. To assist the Council in setting the overall strategic direction and priorities for the Neighbourhood Services.
- b. To promote and act on recommendations from the Diversity Review Board and work with the Borough Wide Leaseholder Forum.
- c. To develop the Tenant Compact.
- d. To make recommendation on housing budgets and rent levels.
- e. To make recommendations on borough-wide issues (both housing and broader issues, including common concerns raised across the Neighbourhood Panels.
- f. To make recommendations to support and resources needed for effective tenant involvement.

10. Royal Borough of Greenwich Joint Committee

The functions of the Committee shall relate to all employees whose terms and conditions of employment are negotiated by the National Joint Council for Local Government Services and shall include the following:-

- a. To establish regular methods of negotiation between the Local Authority and its employees in order to prevent differences and to adjust them should they arise, but excluding any matter pertaining to an individual employee.
- b. To consider any relevant matter referred to it by the Council, a Committee, a Joint Committee or the Chief Executive of the Local Authority, or by any of the trade unions.
- c. To make recommendations to the Council as to the application of the terms and conditions of service and the training and development of those employed by the Authority.
- d. To discharge such other functions specifically assigned to the Committee by the Council or any other matter which the Committee deems to be appropriate having received proper advice from the Chief Executive.

- e. The Committee shall not consider any matter relating only to a single Council department except as a referral from that department's joint consultative body.

11. Standing Advisory Council on Religious Education

To advise the Council upon such matters connected with religious worship in county schools and the religious education to be given in accordance with an agreed syllabus as the Education Authority may refer to the Council or as the Council may see fit. In particular the following:-

- a. Methods of teaching, the choice of materials and provision of training for the teachers.
- b. To consider whether it is appropriate for the requirement for Christian collective worship to apply in the case of particular schools or groups of pupils at a school, upon application by the Headteacher.
- c. To consider the requirement of the LEA to review its current agreed syllabus.

12. Appointments Panel

To undertake all stages in respect of the appointment or dismissal of Chief Officers and Deputy Chief Officers in accordance with the Council's Officer Employment Procedures (Part 4, Schedule H of the Council's Constitution).

N.B. The Chief Executive, in consultation with the Leader and the Party Whips, has authority to establish individual Appointment Panels and to appoint members in accordance with the wishes of the Leader of the Council and the respective Party Whips.

13. Highways Committee

To consider and advise on the following highway matters, excepting normally any temporary arrangements, as referred to the Committee by the Director of Communities, Environment and Central:

- traffic management and parking schemes
- road safety schemes
- Consider petitions relating to highway matters submitted to the full Council

- Comment on proposals by Transport for London (and other providers) regarding bus routes, underground and overground services.
- create, stop and divert footpaths or bridleways;
- determine applications to extinguish or divert public paths;
- make rail crossing extinguishment or diversion orders;
- make SSSI diversion orders;
- extinguish public rights of way;
- designate footpaths as cycle tracks;
- authorise the stopping up or diversion of highways, footpaths or bridleways

The Director of Communities, Environment and Central in consultation with the Chief Executive and Leader of the Council and the Cabinet Member for Transport , to determine in each individual case whether a matter should be considered by the Committee.

N.B. The Director of Communities, Environment and Central will carry out the following non-executive highways functions: serving building preservation notices and issuing enforcement notices and repairs notice.

14. Margaret McMillan Field Study Centre Trust Sub-Committee

To undertake the functions of the Council as Trustee of the Margaret McMillan Field Study Centre.

15. Health and Wellbeing Board

- (a) To encourage persons who arrange for the provision of any health or social care services in Greenwich to work in an integrated manner so as to advance the health and wellbeing of the people in the area;
- (b) To provide such advice, assistance or other support as it thinks appropriate to encourage the making of arrangements under section 75 National Health Service Act 2006 in connection with the provision of such services;
- (c) To encourage persons who arrange for the provision of any health-related services in the area to work closely with the Health and Wellbeing Board;
- (d) To encourage persons in paragraphs (a) and (c) above to work closely together;

- (e) To prepare and publish the Joint Strategic Needs Assessment and the Joint Health and Wellbeing Strategy.
- (f) To appoint and delegate functions to such sub-committees as it thinks appropriate.

16. Corporate Parenting Board

The Board will provide oversight of the Royal Borough of Greenwich's role as a corporate parent, and will provide a forum for looked after children to participate and provide an opportunity for them to talk about relevant issues.

NB The Board is not a Committee of the Council under s.101 of the Local Government Act 1972 and will have no delegated powers and is not subject to the rules under the 1972 Act and Part 8 of the Council's Constitution requiring public access to agendas and meetings.

17. Pension Board

The Board will assist the Administering Authority in its role of Scheme Manager of the Pension Scheme. Such assistance is to:

- Assist the Royal Borough of Greenwich Administering Authority as Scheme Manager:
 - to secure compliance with the LGPS regulations and any other legislation relating to the governance and administration of the LGPS
 - to secure compliance with requirements imposed in relation to the LGPS by the Pensions Regulator
 - Any such other matters as the LGPS regulations may specify.
- Secure the effective and efficient governance and administration of the LGPS for the Royal Borough of Greenwich Pension Fund
- Provide the Scheme Manager with such information as it requires to ensure that any member of the Pension Board or person to be appointed to the Pension Board does not have a conflict of interest.

NB The Board is not a committee constituted under Section 101 of the Local Government Act 1972 and therefore no general duties, responsibilities or powers assigned to such committees or to any sub-committees or officers under the constitution, standing orders or scheme of delegation of the Administering Authority apply to the Board

APPOINTMENT OF SCRUTINY PANEL CHAIRS – 2022/23

The following nominations have been received from the Party Whips in relation to the appointment of the Chairs of the Scrutiny Panels for 2023/23

Scrutiny Panel	Chief Whip's Nomination
Corporate Finance and Performance (and Vice-Chair of the Overview and Scrutiny Committee)	Councillor Nick Williams
Children and Young People	Councillor Linda Bird
Community Safety and Environment	Councillor Christine May
Healthier Communities and Adult Social Care	Councillor Rachel Taggart-Ryan
Housing and Anti-Poverty	Councillor Elizabeth Ige
Regeneration, Transport and Culture	Councillor Lauren Dingsdale

N.B. Any other nominations received shall be reported to the meeting; and, should any positions be contested, the Council will be requested to vote to determine who should be appointed.

ANNUAL MEETING OF THE COUNCIL	DATE 25 May 2022	ITEM NO 12
TITLE Outline Calendar of Meetings of the Council and other Member-Level Bodies – 2022/23	WARDS All	
CHIEF OFFICER Director of Communities, Environment and Central	CABINET MEMBER(S) Leader of the Council	
DECISION CLASSIFICATION Non exempt report	IS THE FINAL DECISION ON THE RECOMMENDATIONS IN THIS REPORT TO BE MADE AT THIS MEETING? Yes	

1. **Decision Required**

The Council is requested to:

- 1.1 Approve the outline calendar of meetings of the Council and other Member-Level Bodies for the Municipal Year 2022/23.

2. **Links to the Royal Greenwich high level objectives**

- 2.1 This report relates to the Council’s agreed high level objectives as follows:

- A Strong Vibrant and Well-run Borough

3. **Purpose of Report and Executive Summary**

- 3.1 To approve dates of meetings for the municipal year.

4. **Introduction and Background**

- 4.1 The programme of meetings is agreed at the Annual Meeting. Under the Council’s constitution, Part 4, A2.11 “in cases of urgency a Chair may, at his/her discretion, vary the date and time or cancel it due to lack of business or other special circumstances.”

5. **Available Options**

- 5.1 Members may

Option 1: approve the calendar as per the attached appendix

Option 2: approve but amend the calendar by proposing different dates and times of meetings.

Option 3: reject the proposed calendar entirely and allow Chairs to determine dates on an ad-hoc basis.

6. **Preferred Option**

6.1 Option 1 is the preferred option having been constructed in accordance with known requirements and past practice.

7. **Reasons for Recommendation**

7.1 It is recommended that there be an outline calendar so that members know in advance the dates of meetings, and so that Officers have an understood timeframe in which to provide reports. Some meetings will take reports which have to be considered by a specific date. Agreeing an outline calendar is also of service to the public; meetings dates for each forthcoming fortnight are published in *Greenwich Info*.

7.2 Changing meeting dates may cause difficulties for those meetings which are known to have business in the year, and which consider reports which must be dealt with in accordance with specific dates and time periods, particularly for those where there is a legal deadline on when a decision can be taken by. For example, changing dates of Council, Cabinet, and Audit and Risk Management Panel could have implications where there is requirement to consider a matter by a certain date; Highways Committee, and occasionally some other committee's, dates are determined in relation to Council meeting date; the times for Health and Wellbeing Board should take into account partner availability. Changing dates and times would require consultation with relevant Chief Officers, and in some cases outside partners. As noted in 4.1 above it is possible for the Chair to amend dates if necessary.

7.3 Some committees' meeting dates are determined on an as-needed basis with the agreement of the Chair. This includes the full Licensing Committee, Overview and Scrutiny Call-in Sub-Committee, Licensing Sub-Committees, Margaret McMillan Field Study Centre Sub-Committee, General Purposes Committee, Greenwich Council Joint Committee and Appointments Panels. This is because these committees only meet if there is business to be considered, and it is possible that some of these committees might meet infrequently, or even not meet at all, in a year.

8. Consultation

8.1 In constructing the calendar, relevant Officers were consulted who are known to have reports which must be considered within certain time periods.

9. Communication and Implementation of the Decision

9.1 The decisions will be published on the Council's website.

9.2 Meeting dates will be communicated to Officers and Members.

10. Cross-Cutting Issues and Implications

Issue	Implications	Sign-off
Legal including Human Rights Act	This report forms part of the required business of the Annual Meeting of the Council, as stated in the Council's constitution, Part 4, A1.3.	John Scarborough, Director of Legal & HR, 20 May 2022
Finance and other resources including procurement implications	There are no financial implications arising from this report.	Damon Cook, Director of Finance 20 May 2022
Equalities	The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no apparent equality impact on end users.	Veronica Johnson, Head of Corporate Governance and Democratic Services 20 May 2022
Climate change	Each and every meeting will have some environmental impact, in terms of energy used for the meetings in buildings, in terms of transport to meetings, and in terms of any paper copies of documents for meetings. As part of the Carbon Neutral Plan the authority is considering the carbon	Veronica Johnson, Head of Corporate Governance & Democratic Services 20 May 2022

	<p>footprint of its buildings.</p> <p>The authority encourages sustainable travel; the vast majority of meetings will be held in the Town Hall which is near to a public transport hub.</p> <p>The Council encourages paperlessness; all meeting documents are available electronically.</p>	
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11. Report Appendices

11.1 The following documents are to be published with and form part of the report:

- Calendar of Meetings

12 Background Papers

12.1 None

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DRAFT CALENDAR OF MEETINGS 2022/2023

COMMITTEE	May 2022	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May 2023
Council (7.00 p.m.)	25 (AM)	29	20			26		14	25	23	29		24 (AM)
Civic Ceremony – Inauguration of the Mayor (7.00 p.m.)		1											31
Cabinet (6.30 p.m.) or (5.00pm)		22	20		21	19	16	7	25	16	15	26	17
Audit & Risk Management (6.30 p.m.)		28	19		21		23		18	22	22		
Highways Committee (6.30 p.m.)		TBC	6		7		2			1	8	5	
Standards Committee (variable start time)	Meetings to be arranged as required.												
General Purposes Committee (variable start time)	Meetings to be arranged as required.												

NB. Meetings in August will only be held if there is urgent business which needs to be considered.

DRAFT CALENDAR OF MEETINGS 2022/2023

COMMITTEE	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Planning Board (6.30 p.m.)		21	5 (26) R		20 (6) R	18 (4) R	15 (1) R	6	24 (10) R	21 (7) R	21 (7) R	18 (4) R	
Eltham and Kidbrooke Area Planning (6.30 p.m.)		14			13 27	11 25	8 22 29	13	17 31	14 28	14 28	11 25	
Greenwich Area Planning (6.30 p.m.)		28			13 27	11 25	8 22 29	13	17 31	14 28	14 28	11 25	
Woolwich and Thamesmead Area Planning (6.30 p.m.)			12		13 27	11 25	8 22 29	13	17 31	14 28	14 28	11 25	

COMMITTEE	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Licensing Committee	25 (Special meeting)												24 (Special meeting)
Licensing Sub A	Meeting dates and times to be arranged as required												
Licensing Sub B													
Licensing Sub C													
Licensing Review Sub													

DRAFT CALENDAR OF MEETINGS 2022/2023

PARTNERSHIP BODIES / BOARDS / OTHER MEETINGS INVOLVING COUNCILLORS

COMMITTEE	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Pension Fund Investment and Administration Panel (10.30 a.m.)		20	18		19			5			13		
Pension Board (11.30 a.m.)			18		19			5			13		
Eltham Crematorium Joint Committee (6.30 p.m.)		30				20			26				
Health Wellbeing Board (10.30 am)			7		8			8			9		
Corporate Parenting Board (4.00pm.)			19			18				14		25	
Schools Forum (6.00 p.m.)			14		21			15	18				

DRAFT CALENDAR OF MEETINGS 2022/2023

OVERVIEW AND SCRUTINY MEETINGS

COMMITTEE	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Overview and Scrutiny (6.30 p.m.)		23			19	31	21			15	13		
Children and Young People (6.30 p.m.)			13		8	27			12	9		20	
Community Safety and Environment (6.30 p.m.)			14			6	10	15		8	30		
Corporate Finance and Performance (6.30 p.m.)			21		29		17		19	16	23		
Healthier Communities and Adult Social Care (6.30 p.m.)			7		22		3	8		2	1		
Housing and Anti-Poverty (6.30 p.m.)		30			1	13	24		26		2		
Regeneration, Transport and Culture (6.00 p.m.)			4		15	20		1		13	6		
Call-In Sub Committee (5.30 pm)	Meeting dates and times to be arranged as required												

ANNUAL MEETING OF THE COUNCIL	DATE 25 May 2022	ITEM NO 13
TITLE Appointment of Members to Outside Bodies for 2022/23	WARDS All	
CHIEF OFFICER Chief Executive	CABINET MEMBER(S) N/A	
DECISION CLASSIFICATION Non exempt report	IS THE FINAL DECISION ON THE RECOMMENDATIONS IN THIS REPORT TO BE MADE AT THIS MEETING? Yes	

1. **Decision Required**

The Council is requested to:

- 1.1 Appoint Members to serve on outside bodies for the Municipal Year 2022/23
- 1.2 Note that where more nominations are received than there are places available the Council will be requested to vote.

2. **Links to the Royal Greenwich high level objectives**

2.1 This report relates to the Council's agreed high level objectives as follows:

- A Healthier Greenwich
- A Safer Greenwich
- A Great Place to Grow Up
- Delivering Homes Through Economic Growth
- A Cleaner, Greener Greenwich
- Economic Prosperity for All
- A Great Place to Be
- A Strong Vibrant and Well-run Borough

3. **Purpose of Report and Executive Summary**

3.1 To appoint Councillors and individuals to non-executive outside bodies for the municipal year.

4. **Available Options**

To either -

- 4.1 agree the nominations of the Chief Whip of the majority group; or
- 4.2 partially agree or not agree any of the nominations, and to nominate people proposed by the Opposition Whip or any other Councillor for any or all of the Bodies.

5. **Preferred Option**

- 5.1 None.

6. **Reasons for Recommendations**

- 6.1 To ensure that the Council makes nominations to Outside Bodies.

7. **Consultation Results**

- 7.1 Not applicable.

8. **Communication and Implementation of the Decision**

- 8.1 The agreed nominations will be published on the Council's website.
- 8.2 Each Outside Body will be informed of the Council's appointee(s).

9. **Cross-Cutting Issues and Implications**

Issue	Implications	Sign-off
Legal including Human Rights Act	This report forms part of the required business of the Annual Meeting of the Council, as stated in the Council's constitution, Part 4, A1.3	John Scarborough, Director of Legal & HR, 20 May 2022
Finance and other resources including procurement implications	There are no financial implications arising from this report.	Damon Cook, Director of Finance 20 May 2022
Equalities	The decisions recommended through this paper have a remote or low relevance to	Veronica Johnson, Head

	the substance of the Equality Act. There is no apparent equality impact on end users.	of Corporate Governance and Democratic Services 20 May 2022
Climate change	As with Council meetings the meetings of Outside Bodies will have some environmental impact. Responsibility for that resides with those Bodies.	Veronica Johnson, Head of Corporate Governance & Democratic Services 20 May 2022

10. **Report Appendices**

10.1 The following documents are to be published with and form part of the report:

- Appendix Outside Body Appointments

11. **Background Papers:**

11.1 None

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