



## COUNCIL MEETING - 29 JUNE 2017

Councillors of the London Borough of Islington are summoned to attend a meeting of the Council to be held in the Council Chamber, Town Hall, Upper Street, N1 2UD on, **29 June 2017 at 7.30 pm.**

Lesley Seary

Chief Executive

### AGENDA

	Page
1. Minutes The Minutes of the Annual Council meeting held on 11 May 2017.	1 - 12
2. Declarations of Interest If you have a <b>Disclosable Pecuniary Interest*</b> in an item of business: <ul style="list-style-type: none"><li>▪ if it is not yet on the council's register, you <b>must</b> declare both the existence and details of it at the start of the meeting or when it becomes apparent;</li><li>▪ you may <b>choose</b> to declare a Disclosable Pecuniary Interest that is already in the register in the interests of openness and transparency.</li></ul> In both the above cases, you <b>must</b> leave the room without participating in discussion of the item.  If you have a <b>personal</b> interest in an item of business <b>and</b> you intend to speak or vote on the item you <b>must</b> declare both the existence and details of it at the start of the meeting or when it becomes apparent but you <b>may</b> participate in the discussion and vote on the item.  *(a) <b>Employment, etc</b> - Any employment, office, trade, profession or vocation carried on for profit or gain. (b) <b>Sponsorship</b> - Any payment or other financial benefit in respect of your expenses in carrying out duties as a member, or of your election; including from a trade union. (c) <b>Contracts</b> - Any current contract for goods, services or works, between you or your partner (or a body in which one of you has a beneficial interest) and the council. (d) <b>Land</b> - Any beneficial interest in land which is within the council's area. (e) <b>Licences</b> - Any licence to occupy land in the council's area for a month or longer. (f) <b>Corporate tenancies</b> - Any tenancy between the council and a body in which	

- you or your partner have a beneficial interest.
- (g) Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

This applies to **all** members present at the meeting.

3. Mayoral Announcements

- (i) Apologies
- (ii) Order of business
- (iii) Declaration of discussion items
- (iv) Mayor's Announcements
- (v) Length of speeches

4. Leader's Announcements

5. Petitions

6. Questions from the Youth Council 13 - 14

7. Questions from Members of the Public 15 - 18

8. Questions from Members of the Council 19 - 20

9. Islington Council's response to the Grenfell Tower fire **TO FOLLOW**

10. Islington Armed Forces Community Covenant: Annual Update 21 - 30

11. Constitution Update 31 - 72

12. Chief Whip's Report 73 - 74

13. Notices of Motion 75 - 78

Where a motion concerns an executive function, nothing passed can be actioned until approved by the Executive or an officer with the relevant delegated power.

Motion 1 – Protecting Islington Schools Funding

Motion 2 – Protecting EU nationals in Islington

Motion 3 – Condemning Anti-Semitism

Motion 4 – Fire Safety in Islington

Motion 5 – Finsbury Park Terrorist Attack – Standing shoulder to shoulder as one community

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Despatched : 21 June 2017

## LONDON BOROUGH OF ISLINGTON

### ANNUAL COUNCIL MEETING - 11 MAY 2017

#### MINUTES OF PROCEEDINGS

At the meeting of the Annual Council held at Council Chamber, Town Hall, Upper Street, N1 2UD on 11 May 2017 at 7.30 pm.

#### Present:

Andrews	Greening	R Perry
Burgess	Hamitouche	Picknell
Caluori	Heather	Poole
Champion	Hull	Poyser
Chowdhury	Ismail	Russell
Convery	Jeapes	Comer-Schwartz
Court	Kaseki	Smith
Debono	Kay	Spall
Diner	Khan	Turan
Donovan	Klute	Ward
Doolan	Ngongo	Ward
Erdogan	Nicholls	Watts
Fletcher	O'Halloran	Wayne
Gallagher	O'Sullivan	Webbe
Gantly	Parker	Williamson
Gill	A Perry	

#### The Mayor (Councillor Kat Fletcher) in the Chair

#### 1 MAYORAL ANNOUNCEMENTS

The Mayor announced that former councillor Robin Mabey had passed away. Robin Mabey was a member of the council between 1971 and 1978 and had a key role in the council's purchase of street properties, which provided a significant amount of social housing in the borough. The Mayor extended her condolences to the family and friends of Mr Mabey.

The Mayor also announced that Jim Rooke had passed away. Jim Rooke was a resident representative on the Housing Scrutiny Committee and had previously served on the Housing Executive. The Mayor noted that his contribution would be missed and expressed her condolences.

#### **Apologies for absence:**

Apologies were received from Councillor Shaikh.

**2 MINUTES OF THE COUNCIL MEETING ON 23 FEBRUARY 2017**

**RESOLVED:**

That the Minutes of the meeting on 23 February 2017 be confirmed as a correct record and the Chair be authorised to sign them.

**3 YOUNG MAYOR AND YOUNG DEPUTY MAYOR - WELCOME AND PRESENTATION OF BADGES**

The Youth Councillors were welcomed to the meeting a badges of officer were presented to Young Mayor Diana Gomez and Young Deputy Mayor Tega Agbede.

**4 VOTE OF THANKS AND PRESENTATION OF COMMEMORATIVE BADGES TO OUTGOING MAYOR AND CONSORT**

Councillor Watts moved a vote of thanks to the outgoing Mayor, Councillor Fletcher. Councillor Watts commended Cllr Fletcher for the passion and enthusiasm she had brought to the role and praised her work in supporting the Ben Kinsella Trust. Councillor Watts also thanked the Mayor's Consort, Reverend Melanie Toogood, for her work in supporting the Mayor over the past year.

Councillor Burgess seconded the vote of thanks.

The Mayor thanked her Consort, her fellow councillors, and the Mayoral Team for their support over the past year. The Mayor thanked everyone who had supported her mayoral charity, noting that approximately £26,000 had been raised for the Ben Kinsella Trust during the year.

Councillor Watts presented commemorative Badges to Councillor Fletcher and Reverend Melanie Toogood.

**5 TO ELECT THE MAYOR OF THE LONDON BOROUGH OF ISLINGTON FOR THE ENSUING MUNICIPAL YEAR**

Councillor Convery, seconded by Councillor Webbe, moved that Councillor O'Halloran be elected as Mayor for the ensuing municipal year.

Councillor Rupert Perry spoke in support of the nomination.

**RESOLVED:**

There being no other nominations the Mayor declared that Councillor Una O'Halloran be elected as Mayor of the London Borough of Islington for 2017/18.

The Mayor vacated the chair and the Council adjourned while Councillor O'Halloran was invested with the robes of office. The Mayoral party then returned to the Chamber.

**The Mayor (Councillor Una O'Halloran) in the Chair.**

**6 DECLARATION OF ACCEPTANCE OF OFFICE BY THE MAYOR**

The Mayor accepted by office by making and subscribing to the required declaration, attested by Councillor Convery and Councillor Webbe.

The Mayor thanked the Council for electing her. Ray O'Halloran was appointed as the Mayor's Consort.

The Mayor appointed Councillor David Poyser to the role of Deputy Mayor. Emma Barker was appointed as the Deputy Mayor's Consort.

The Mayor announced that her charity would be the Angel Shed Theatre.

**7 APPOINTMENT OF THE DEPUTY LEADER AND THE EXECUTIVE**

Councillor Watts introduced the paper. The Council noted the following appointments made by Councillor Watts as Leader of the Council:

Deputy Leader and Executive Member for Health and Social Care: Cllr Burgess

Executive Member for Children, Young People and Families: Cllr Caluori

Executive Member for Community Development: Cllr. Comer-Schwartz

Executive Member for Finance, Performance & Community Safety: Cllr Hull

Executive Member for Economic Development: Cllr Shaikh

Executive Member for Housing & Development: Councillor Diarmaid Ward

Executive Member for Environment and Transport: Cllr Webbe

Councillor Watts advised of an amendment to the paper, that the responsibilities allocated to the Executive Member for Environment and Transport be as previously notified, as follows:

- Energy, Fuel Poverty and Climate Change
- Refuse, Waste Reduction and Recycling
- Street Scene, Roads and Highways
- Sustainability
- Parks, Open Spaces and Cemeteries
- Traffic and Parking
- Major Transport Infrastructure, Road Safety and Transportation

**8 APPOINTMENT OF COUNCILLORS TO POLITICAL POSITIONS AND THE APPOINTMENT OF CHAIRS AND VICE CHAIRS AND MEMBERSHIP OF COMMITTEES FOR 2017/18**

Councillor Gill, seconded by Councillor Picknell, moved the recommendations in the report.

**RESOLVED:**

**A. APPOINTMENT OF COUNCILLORS TO POLITICAL POSITIONS**

That Council note that the Labour Group have notified the following appointments:

Leader of Group	Councillor Richard Watts
Deputy Leader of Group	Councillor Paul Smith
Chief Whip	Councillor Satnam Gill
Assistant Whips	Councillors Angela Picknell & Nurullah Turan
Chair of Group	Councillor Gary Heather
Vice-Chair	Councillor Claudia Webbe
Secretary	Councillor Jilani Chowdhury
Treasurer	Councillor Janet Burgess
Social Secretary	Councillor Flora Williamson
Ordinary Member Posts	Councillors Aysegul Erdogan & Olly Parker

**B. APPOINTMENT OF CHAIRS AND VICE-CHAIRS AND MEMBERSHIP OF COMMITTEES FOR 2017/18**

**RESOLVED:**

- 1) That the following appointments be made to the Policy and Performance Committee for 2017/18 or until successors are appointed be agreed:

**POLICY & PERFORMANCE COMMITTEE (16 Councillors)**

Councillor Richard Greening (Chair)	Councillor Martin Klute
Councillor Clare Jeapes (Vice Chair)	Councillor Robert Khan
Councillor Rowena Champion	Councillor Troy Gallagher
Councillor Gary Doolan	Councillor Mick O'Sullivan
Councillor Jilani Chowdhury	Councillor Theresa Debono
Councillor Una O'Halloran	Councillor Paul Smith
Councillor Gary Heather	Councillor Flora Williamson
Councillor Alice Perry	Councillor Caroline Russell

**Substitutes:**

Councillor Mouna Hamitouche	Councillor Angela Picknell
Councillor Marian Spall	Councillor Nick Wayne
Councillor James Court	Councillor Satnam Gill
Councillor Olly Parker	Councillor Nurullah Turan

- 2) That the following appointments be made to the remaining committees for 2017/18 or until successors are appointed be agreed:

**CHILDREN'S SERVICES SCRUTINY COMMITTEE (7 Councillors)**

Councillor Theresa Debono (Chair)	Councillor Marian Spall
Councillor Nick Wayne (Vice Chair)	Councillor Rakhia Ismail
Councillor Troy Gallagher	Councillor Nick Ward
Councillor Michelline Safi Ngongo	

**Co-opted Members for Education related issues:**

Parent Governor – Primary – Erol Baduna  
Parent Governor – Secondary – James Stephenson  
Roman Catholic Diocese – Mary Clement  
Church of England Diocese - *Vacancy*

**Substitutes:**

Councillor David Poyser	Councillor Mouna Hamitouche
Councillor Alex Diner	Councillor Satnam Gill
Councillor Clare Jeapes	Councillor Angela Picknell
Councillor Nurullah Turan	

**ENVIRONMENT & REGENERATION SCRUTINY COMMITTEE (9 Councillors)**

Councillor Rowena Champion (Chair)	Councillor Troy Gallagher
Councillor Mouna Hamitouche (Vice Chair)	Councillor Gary Heather
Councillor Raphael Andrews	Councillor Clare Jeapes
Councillor Gary Doolan	Councillor Alice Perry
Councillor Caroline Russell	

**Substitutes:**

Councillor David Poyser	Councillor Theresa Debono
Councillor James Court	Councillor Alex Diner
Councillor Satnam Gill	Councillor Angela Picknell
Councillor Nurullah Turan	

**HEALTH AND CARE SCRUTINY COMMITTEE (7 Councillors)**

Councillor Martin Klute (Chair)	Councillor Troy Gallagher
Councillor Nurullah Turan (Vice Chair)	Councillor Jilani Chowdhury
Councillor Gary Heather	Councillor Michelline Safi Ngongo
Councillor James Court	

**Substitutes:**

Councillor Alice Perry	Councillor Angela Picknell
Councillor Clare Jeapes	Councillor Satnam Gill

**HOUSING SCRUTINY COMMITTEE (8 Councillors)**

Councillor Mick O'Sullivan (Chair)	Councillor Mouna Hamitouche
Councillor Marian Spall (Vice Chair)	Councillor Osh Gantly
Councillor Gary Doolan	Councillor Alex Diner
Councillor Aysegul Erdogan	Councillor Troy Gallagher

**Substitutes:**

Councillor Una O'Halloran	Councillor Angela Picknell
Councillor Gary Heather	Councillor David Poyser
Councillor Satnam Gill	Councillor Jenny Kay
Councillor Olly Parker	Councillor Nurullah Turan

**Resident Observer:**

Rose-Marie McDonald – PFI Managed Tenants

**AUDIT COMMITTEE** (4 Councillors and 2 Independent Members, as below)

Councillor Kat Fletcher (Chair)  
Councillor Nick Wayne (Vice Chair)

Councillor Satnam Gill  
Councillor Rakhia Ismail

**Substitutes:**

Councillor Mouna Hamitouche  
Councillor Marian Spall

Councillor Robert Khan  
Councillor Flora Williamson

**Independent Members:**

Alan Begg  
Nick Whitaker

**HEALTH AND WELLBEING BOARD** (15 members, as below)

*Members of the Health and Wellbeing Board are also members of the Haringey and Islington Joint Health and Wellbeing Board, with the exception of the NHS England representative.*

**Councillors:**

Councillor Richard Watts (Chair)  
Councillor Janet Burgess  
Councillor Joe Caluori

**Officers:**

Julie Billett – Joint Director of Public Health for Camden and Islington  
Sean McLaughlin – Corporate Director of Housing and Adult Social Services  
Carmel Littleton – Corporate Director of Children’s Services

**Representatives of the Islington Clinical Commissioning Group:**

Tony Hoolaghan – Chief Operating Officer, Islington Clinical Commissioning Group  
Dr Jo Sauvage – GP and Chair of the Islington Clinical Commissioning Group  
Dr Katie Coleman – GP and Clinical Vice Chair of the Islington Clinical Commissioning Group  
Sorrel Brookes – Lay Vice-Chair, Islington Clinical Commissioning Group  
Jennie Williams – Director of Nursing and Quality (non-voting)

**Representative of Healthwatch Islington:**

Emma Whitby – Chief Executive, Islington Healthwatch (non-voting)

**Representatives of the NHS:**

Dr Helene Brown, Medical Director, NHS England (non-voting)  
Angela McNab, Chief Executive, Camden and Islington NHS Trust (non-voting)  
Simon Pleydell, Chief Executive, Whittington NHS Trust (non-voting)

Substitutes may attend meetings subject to prior agreement of the Chair.

**Councillor Substitutes:**

Councillor Kaya Comer-Schwartz  
Councillor Andy Hull  
Councillor Claudia Webbe

Councillor Asima Shaikh  
Councillor Diarmaid Ward



**Officer Substitutes:**

For Julie Billett – Jonathan O’Sullivan, Islington Deputy Director of Public Health

For Sean McLaughlin – Jess McGregor, Director of Adult Social Care (Strategy and Commissioning)

For Carmel Littleton – Finola Culbert, Director of Targeted and Specialist Children and Families Services

**Clinical Commissioning Group Substitutes:**

For Katie Coleman – Rathini Ratnaval, GP Member

For Sorrel Brookes – Lucy de Groot, Lay Chair of the ICCG Audit Committee

**Healthwatch Islington Substitute:**

For Emma Whitby – Olav Ernstzen, Chair of Healthwatch Islington

**NHS Substitutes:**

For Dr Helene Brown – Dr Hasz Sonigra, Associate Medical Director, NHS England

For Simon Pleydell – Siobhan Harrington, Deputy Chief Executive, The Whittington Hospital

For Angela McNab – Paul Calaminus, Deputy Chief Executive, Camden and Islington NHS Foundation Trust

**PLANNING COMMITTEE (10 Councillors)**

Councillor Robert Khan (Chair)  
Councillor Martin Klute (Vice Chair)  
Councillor Alice Donovan (Vice Chair)  
Councillor Tim Nicholls  
Councillor Kat Fletcher

Councillor James Court  
Councillor Angela Picknell  
Councillor Osh Gantly  
Councillor Jenny Kay  
Councillor Nick Ward

**Substitutes:**

Councillor Jilani Chowdhury  
Councillor Paul Convery  
Councillor Alice Perry  
Councillor Flora Williamson  
Councillor Satnam Gill

Councillor Nick Wayne  
Councillor Dave Poyser  
Councillor Claudia Webbe  
Councillor Una O’Halloran  
Councillor Nurullah Turan

**STANDARDS COMMITTEE (4 Councillors and 4 Independent Persons)**

Councillor Satnam Gill (Chair)  
Councillor Angela Picknell

Councillor Alice Perry  
Councillor Nurullah Turan

**Substitutes:**

Councillor Theresa Debono  
Councillor Robert Khan

Councillor Mouna Hamitouche  
Councillor Martin Klute

**Independent Persons (who have observer status on the committee):**

Louise Richards

James Woolf

Ali Bird JP

Rosalind Stevens

**LICENSING COMMITTEE (15 Councillors)**

Councillor Flora Williamson (Chair)  
Councillor Nick Wayne (Vice Chair)  
Councillor Marian Spall  
Councillor Michelline Safi Ngongo  
Councillor Satnam Gill  
Councillor Rowena Champion  
Councillor Diarmaid Ward  
Councillor Rupert Perry

Councillor Gary Poole  
Councillor Aysegul Erdogan  
Councillor Rakhia Ismail  
Councillor Alex Diner  
Councillor Asima Shaikh  
Councillor Paul Convery  
Councillor Osh Gantly

**LICENSING REGULATORY COMMITTEE (4 Councillors)**

Councillor Nurullah Turan (Chair)  
Councillor David Poyser

Councillor Marian Spall  
Councillor Michelline Safi Ngongo

**Substitutes:**

Councillor Theresa Debono  
Councillor Robert Khan

Councillor Martin Klute  
Councillor Angela Picknell

**Note:** Appointments to sub-committees of the Audit Committee, the Executive and the Licensing Committee will be made at the first meeting of those committees in the new municipal year.

**FOSTERING PANEL AND ADOPTION AND PERMANENCE PANEL**

Councillor Paul Convery

**CORPORATE PARENTING BOARD**

Councillor Joe Caluori (Chair)  
Councillor Alice Donovan  
Councillor Gary Poole

Councillor Tim Nicholls  
Councillor Flora Williamson

**STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION**

Roman Catholic Diocese of Westminster

Conor McGinn  
Vacancy

Free Church Federal Council:

Methodist	Tim Bradshaw
United Reformed Church	1 Vacancy
Baptist Union	1 Vacancy
Salvation Army	1 Vacancy
Society of Friends	1 Vacancy

Greek Orthodox Church  
Elim Pentecostal Church  
Jewish

Vacancy  
Vacancy  
Judith Fox

Muslim Community

Board of Deputies of British  
Jews  
Muslim Welfare House Trust Merium Bhuiyam

London Borough of Islington

Jain	Muslim Education Trust Jain Samaj Europe	Mohamed Mahmoud Vinay K Shah
Buddhist	Harrow Zazenkai-White Wind Zen Community	Frank Tettsu Woods
Islington Baha'i Community		1 Vacancy
Hindu	Brittania Hindu (Shiva) Temple Trust	1 Vacancy
Sikh		Rosalind Miller
Daoist		1 Vacancy
Church of England		
	London Diocesan Board for Schools	Allan McClean
	St Mary Magdalene Academy	April Keech
	St Luke's Vicar, St Clement's Church, King Square	Revd Dave Tomlinson Fr David Allen
Humanist	British Humanist Association	1 Vacancy Edward Prout
National Union of Teachers (NUT)		1 Vacancy
Secondary Heads Association	Drayton Park Primary School	Damien Parrott
National Association of Head Teachers (NAHT)		1 Vacancy
National Association of Schoolmasters Union of Women Teachers (NASUWT)		1 Vacancy
Head of RE Secondary Schools		Sophie Morgan
Head of RE Special Schools Schools RE Coordinator Representative of Governors Organisations	New River College Winton Primary School	Ian Benson Semra Gokce 1 Vacancy
Islington Council:		
	Labour Group	Councillor Joe Caluori
	Labour Group	Councillor Michelline Safi Ngongo
	Labour Group	Councillor Mouna Hamitouche (Deputy)
	Labour Group	Councillor Gary Poole (Deputy)

**JOINT TMO LIAISON COMMITTEE**

Councillor Mick O'Sullivan

**OTHER POSITIONS**

- Carers Champion** – Councillor Olly Parker
- Equalities Champions** – Councillor Mouna Hamitouche
- Arts Champion** – Councillor Robert Khan
- Armed Forces Champion** – Councillor Gary Poole
- Mental Health Champion** – Councillor Osh Gantly
- Reading Champion** – Councillor Raphael Andrews
- Social Enterprise Champion** – Councillor Jenny Kay

**9 APPOINTMENT OF REPRESENTATIVES TO CERTAIN OUTSIDE ORGANISATIONS FOR 2017/18**

Councillor Gill, seconded by Councillor Picknell, moved the recommendations in the report.

**RESOLVED:**

- a) That the following list of appointments to outside bodies for 2017/18 for one year or until successors are appointed be agreed:

<b>Outside Body</b>	<b>Term of Office</b>	<b>Member(s)</b>
London Council Committees:		
Leaders Committee	One Year	Leader: Cllr Richard Watts Deputies: Cllr Janet Burgess Cllr Paul Smith
Associated Joint Committee - Transport and Environment Committee	One Year	Cllr Claudia Webbe Deputies: Cllr Rowena Champion Cllr Troy Gallagher
London Councils Forums:		
Greater London Employment	One Year	Cllr Jenny Kay
Local Government Association:		
LGU General Assembly	One Year	Cllr Claudia Webbe Cllr Asima Shaikh Cllr Richard Watts Cllr Paul Smith
Others:		
Angel Business Improvement Board	One Year	Cllr Martin Klute
Archway Town Centre Management Board	One year	Cllr Kaya Comer-Schwartz Cllr David Poyser
Crossrail High Level Forum	One Year	Cllr Claudia Webbe Deputy: Cllr Osh Gantly

- b) That the following list of appointments to outside bodies to take effect on the date indicated, for the term of office indicated, or until successors are appointed be agreed:

<b>Outside body</b>	<b>Member(s)</b>	<b>Term of Office</b>	<b>Date Appointment to take effect</b>
City YMCA	Claudia Webbe	Three years	12 May 2017
Moorfields Eye Hospital	Rakhia Ismail	Three years	12 May 2017
Lee Valley Regional Park	Claudia Webbe	Four years	1 July 2017

The meeting closed at 8.45 pm

**MAYOR**

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## COUNCIL MEETING – 29 JUNE 2017

### QUESTIONS FROM MEMBERS OF THE YOUTH COUNCIL

- a Youth Councillor Mohamed to Councillor Watts, Leader of the Council:

How will the election result impact on the lives of young people in the borough and what specific challenges and opportunities does Cllr Watts identify?

- b Young Mayor Diana to Councillor Caluori, Executive Member for Children, Young People and Families:

It's really exciting that the council's commitment to youth provision in the borough will see another great summer offer including Summerversity, Launchpad and the opening of Soapbox youth centre. How will councillors promote the fantastic offers across the borough to young people in their wards?

- c Youth Councillor Honey to Councillor Watts, Leader of the Council:

Following the horrific terrorist attacks in Westminster, Manchester and London Bridge recently, what more can be done to promote a zero tolerance approach on radicalisation and extremism in the borough, so Islington's young people feel safe?

- d Deputy Young Mayor Tega to Councillor Caluori, Executive Member for Children, Young People and Families:

We have over the last few months participated in a variety of activities including the youth crime workshops to help develop the 'Working together for a safer Islington' plan. How can the council encourage schools to make the most of their Safer School Officers to help reduce crime and increase trust between the police and young people?

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### COUNCIL MEETING – 29 JUNE 2017

#### QUESTIONS FROM MEMBERS OF THE PUBLIC

- a Greg Foxsmith to Councillor Hull, Executive Member for Finance, Performance and Community Safety:

An astonishing 1,021 bicycles were reported stolen between 1/11/14 and 31/10/15. Of these, a mere 36 were recovered and returned to owner, a derisory figure so low that it has only one advantage - it cannot get any worse. What are the figures for reported bicycle theft and recovery in the following year, and notwithstanding the inevitable improvement, do you consider that to be satisfactory?

- b Ernestas Jegorovas to Councillor Caluori, Executive Member for Children, Young People and Families:

What risk assessment has been done about the influx of cases from West London to Highbury Corner Youth Court following the closure of Hammersmith Court?

- c John Barber to Councillor Burgess, Executive Member for Health and Social Care:

Why did the Council bury on page 133 of the Budget Proposal approved at the last full council meeting, GLL's proposal for the trampoline park that will take over half the Sobell Centre sports hall without giving any details of size, timing or funding and why was this major proposal not brought to the attention of councillors?

- d Benali Hamdache to Councillor Watts, Leader of the Council:

In October 2015 this council passed a motion calling for a revised implementation to the Prevent Strategy. In the motion the council called for a community led, constructive and sensitive approach to tackling extremism in our borough. What progress has been made on these goals?

- e James Woolfenden to Councillor Ward, Executive Member for Housing and Development:

In relation to the proposed Windsor Street development, will the Council please provide drawings and sections to clearly show what is proposed regarding the various structures indicated directly behind and abutting the rear wall of three Packington Street properties with short gardens so that we can consider and comment before any application is made?

This information has been requested since the consultation period started two years ago. It relates to refuse storage, cycle storage and what appears to be a concrete pergola all directly abutting the rear garden walls of the homes and which are only 7.2 metres from our kitchen window.

- f Barbra Woolfenden to Councillor Ward, Executive Member for Housing and Development:

Can the Council confirm/guarantee that any proposed development on the Windsor street site car park will be exclusively for residents with a learning disability?

- g Barry Hill to Councillor Burgess, Executive Member for Health and Social Care:

As one of the group representing all customers and residents when Sobell Sports Centre was threatened with demolition in 2009-2010 and successfully ensuring this architecturally unique facility was saved together with its diverse offer of top class community sports development opportunities for the local community, why has GLL/Better been allowed forego its promises, made at Islington Customer Representative Committee Meetings in 2016, to consult fully with the Islington public and Sobell customers before taking any decision to implement a project involving a major part-change of use of the centre to a recreational theme park?

- h Gill Weston to Councillor Burgess, Executive Member for Health and Social Care:

In December 2016 the NHS published guidelines for homes for people with learning disabilities - "Building the right home". These guidelines specify that no more than six people with learning disabilities should live on one site. Will the council confirm that they will adhere to these guidelines in all building projects intended for people with learning disabilities, and that they will be followed in their project at Windsor Street?

- i Chris Conroy to Councillor Burgess, Executive Member for Health and Social Care:

Are the council aware that there are several funders available (e.g, the Communities Asset Fund, The Football Foundation, London Marathon Charitable Trust) who would be willing to fund the vast majority of redevelopment of the pitch at Barnard Park in its current size, therefore saving lots of money for Islington tax payers, and creating revenue generating opportunities for the Borough?

j Jack Scrafton to Councillor Burgess, Executive Member for Health and Social Care:

The council's plans to reduce the size of the sports pitch at Barnard Park by 70% will mean that there will be nowhere we can practice on Thursday night after school and on Sunday morning. Can the councillors tell us where we (and our 100 friends) will be able to practice?

k Ian Fearnley to Councillor Ward, Executive Member for Housing and Development:

On the 7th June 2016 in a meeting between the council and some residents from Packington Street, the council promised to publish the financial viability report for the Windsor Street development. Now, over a year later, this promise has not been fulfilled. Why has the report not been made available as promised, and when will it be published?

l David Scrafton to Councillor Burgess, Executive Member for Health and Social Care:

In relation to the Barnard Park plans, are the council aware that the SaveOurSportsPitch group at Change.org have already amassed over 650 objections to their plan, a number that is more than 3 times as large as the number of people who ever supported their plans in the consultation?

m Stephen Griffith to Councillor Ward, Executive Member for Housing and Development:

Why were the layman councillors at the 9th May planning for Barnard Park asked to weigh up, on the one hand, an absolute requirement to retain sports pitches with, on the other, environmental considerations when there was no question under the Borough's own Development Plan rules that retention of the Sports Pitch at Barnard Park was not something to be compromised?

n Michael Coffey to Councillor Janet Burgess, Executive Member for Health and Social Care:

Are the council aware that the Department of Local Communities and Government have extended the time for the review of their planning application for the reduction in pitch size at Barnard Park by 70%, and that Sports England have objected to the Council's planning application?

o James Dunnett to Councillor Burgess, Executive Member for Health and Social Care:

The Sobell Centre is recognized as work of architectural importance, nominated for listing at national level by the Twentieth Century Society when threatened with demolition eight years ago.

In view of this, why have Greenwich Leisure Ltd been permitted to start implementing works that will radically alter the internal architectural qualities of the Centre without consulting the planning department or the users of the Centre or making proper drawings available to them - to the extent that even the official User Representative was unaware of the works until they started?

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### COUNCIL MEETING – 29 JUNE 2017

#### QUESTIONS FROM MEMBERS OF THE COUNCIL

- a Councillor Poyser to Councillor Ward, Executive Member for Housing and Development:

The Council quite rightly has taken all the actions it can to improve and maintain conditions, despite swingeing government cuts, to help social housing in Islington. Islington Council recently took a private landlord who owned a multi-occupancy property in Hillrise ward to court after we found a series of hazards – including a lack of fire alarm, insecure handrails and banisters, and rotten window frames in a multiple occupancy property. The inspection, in the autumn, also found a window in disrepair, a hole in the wall, and dirty kitchen extractor fans. The landlord, from Enfield, paid fines of £12,000 along with costs of £1,124 and a victim surcharge of £100.

Many of the tenants in Islington's private rented sector live in appalling conditions, and some are paying a huge percentage of their incomes to live here. What can we do as a council to help these tenants?

- b Councillor Ismail to Councillor Caluori, Executive Member for Children, Young People and Families:

According to the council's Principal Risks Report 2017/18, serious youth crime has increased by 30% in Islington, and there has been a 9% rise in knife crime victims under 25 years old. What is the council doing about this, and how is it engaging with young people and the local community?

- c Councillor Ismail to Councillor Hull, Executive Member for Finance, Performance and Community Safety:

The recent terrorist attack at Finsbury Park Mosque has shocked us all, and more and more parents are worried for young Muslim girls going about their daily life.

Are you aware of these concerns, and what will Islington Council do about this?

- d Councillor Smith to Councillor Caluori, Executive Member for Children, Young People and Families:

What steps will the Council be taking to ensure the important outreach services to women provided by the Paradise Park Cafe will be restored to a five day a week service?

- e Councillor Russell to Councillor Burgess, Executive Member for Health and Social Care:

Does Islington have a "Sports Pitch Strategy", as recommended by Sports England, and if not, does it intend to commission one?

- f Councillor Russell to Councillor Burgess, Executive Member for Health and Social Care:

Is the Council in breach of its statutory duty to consult on the proposed changes to the Sobell Centre?

## Report of: Leader of the Council

Meeting of	Date	Ward(s)
Council	29 June 2017	All

Delete as appropriate	Exempt	Non-exempt
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## Islington Armed Forces Community Covenant: Annual Update

### 1 Synopsis

- 1.1 Islington has a strong history of recognising and celebrating the valuable role played by our Armed Forces. In June 2013, the Council signed the Islington Armed Forces Community Covenant, pledging to recognise and support Armed Forces organisations, serving personnel and veterans in Islington. The Council also committed to report annually on progress in delivering the Community Covenant. This report summarises activity over the past year.

### 2 Recommendations

- 2.1 To note activity over the past year to celebrate and support Armed Forces personnel, veterans and their families.
- 2.2 To note that, from April 2017, the Council has agreed an additional measure to support veterans: payments under the War Pension Scheme are now fully disregarded in the financial assessment for social care charging (with the exception of payments of Constant Attendance Allowance).
- 2.3 To note that, in December 2016, the Council passed a motion to support the Royal British Legion's campaign for the 2021 Census to include questions concerning military services and members of the Armed Forces community, to provide more robust data to help target our support.

### 3 Background

- 3.1 The Armed Forces Covenant is a national agreement which sets out the relationship between the nation, the state and the Armed Forces. It recognises that the whole nation has a moral obligation to members of the Armed Forces and their families and establishes how they should expect to be treated. It applies to both current and ex-Forces personnel and their

families, with a view to redressing the disadvantages that the Armed Forces community faces in comparison to other citizens, and recognising the sacrifices they have made.

- 3.2 In addition to the national Covenant, the government has encouraged local authorities, their partners, and military organisations to sign their own Armed Forces Community Covenants, setting out how they will work together to celebrate and support the Armed Forces community within their areas.
- 3.3 Islington Council and its partners signed the Islington Armed Forces Community Covenant in June 2013, and the council backed this up by committing to a package of measures to celebrate and support Forces personnel in the borough. The details of these commitments are set out at Appendix A and on our website at <https://www.islington.gov.uk/advice/armed-forces-support/armed-forces-community-covenant>
- 3.4 The government has also established the Covenant Fund, with £10 million a year available for projects across the country which support the ambitions of the Armed Forces Covenants.
- 3.5 This report provides an update on our activity over the past year to recognise and support Armed Forces personnel and their families in Islington.

## **4 The Armed Forces population in Islington**

### ***Resident population***

- 4.1 There is very little data collected on numbers of Armed Forces personnel or veterans at local authority level.
- 4.2 The two main datasets which provide an insight are the Census and the Annual School Census. The last Census in 2011 identified 75 Islington residents who were, at that time, employed in the Armed Forces. Latest data from the Annual Schools Census (January 2017), indicates that there are less than 5 pupils across Islington's schools who are from Forces families. Schools are required to capture data on children of service personnel through the annual census as these pupils are eligible for the pupil premium.
- 4.3 Based on this, and on anecdotal evidence from council and partner services, we estimate the number of current and ex-Forces personnel who live in the borough to be very low.
- 4.4 The Council recognises the need for more reliable data on the Armed Forces community in the borough. Better information would allow the Council, public sector partners, and the voluntary and community sector to direct resources more effectively to support Armed Forces personnel, veterans, and their families. Therefore, at Full Council on 16 December 2017, the Council passed a motion to support the Royal British Legion's campaign for the 2021 Census to include questions concerning military services and members of the Armed Forces community.

### ***Street population***

- 4.5 The Greater London Authority (GLA) publishes data on rough sleeping across London. Information is derived from the Combined Homelessness and Information Network (CHAIN), a multi-agency database recording information about rough sleepers and the wider street population in London. People are categorised as rough sleeping if they have been encountered by an outreach worker bedded down on the street or in an open space 'not designed for habitation'. The reports do not include 'hidden homeless', for instance those who are 'sofa surfing'.
- 4.6 In 2015-16, 158 people were seen rough sleeping in Islington by outreach teams. Of these, 7 (5%) had experience of serving in the Armed Forces. Annual data for 2016-17 is not yet available but quarterly data for the period January to March 2017 indicates that there were



51 rough sleepers in Islington, of which 6 (12%) had experience of the Armed Forces. These will all have been offered support by our Street Outreach services.

### ***Prison population***

- 4.7 From January 2015, the Ministry of Justice began identifying veterans as they entered the prison service, following concerns about the management of ex-service personnel arising from a review of the criminal justice system. Data indicates that members of the armed forces represent about 5% of the prison population. In the year leading up to September 2016, 2,565 veterans were jailed across the UK.
- 4.8 Factors which contribute to the number of veterans entering the prison system include alcohol abuse and post-traumatic stress disorder.
- 4.9 Islington has one prison - HMP Pentonville – which takes suitable males aged 18 plus from local courts in the catchment area. The prison has a population of just under 1,300. There is no publicly available data on the number of inmates who are ex-Forces but, based on the national figure of 5%, this would equate to around 65 inmates.

## **5 Islington Armed Forces Covenant – celebration and remembrance**

- 5.1 Each year, the Council nominates an elected councillor as its Armed Forces Champion. The current champion is Cllr Gary Poole. His role includes attending meetings of the Youth Organisations in Uniform (YOU) forum and celebration and commemorative events, and championing and supporting Armed Forces and veterans in Islington.
- 5.2 During the past year, the Council has recognised and celebrated a number of significant events related to the Armed Forces:
  - The Leader and the Mayor took part in the annual Remembrance Day events at Islington and St Pancras Cemetery on 10 November 2016 and at the Town Hall and other local memorials on 13 November
  - The Union Flag was raised on St George's Day (23 April) with the Mayor, Leader, Chief Executive, Islington Sheriff and two Pikemen and Musketeers from the Honourable Artillery Company (HAC)
  - The Deputy Mayor attended the HAC Open Day on 9 May 2017 and the Mayor attended the HAC's Active Officers' Dinner on 25 May 2017
  - The Armed Forces flag will be raised on the roof of the Town Hall on Monday 19 June with Members of the Islington Veterans' Association, the Mayor and Councillors, followed by an Armed Forces Day Parade and picnic on Islington Green on Saturday, 24 June (Armed Forces Day)
- 5.3 Looking ahead, the Mayor will be taking part in the annual Remembrance Day events at Islington and St Pancras Cemetery on 9 November 2017, followed by the main Remembrance events at the Borough's three War Memorials on Sunday 12 November.
- 5.4 Council Services also play their part. The Parks Service supports key events such as Remembrance Sunday, Armed Forces Day, Aztec Day etc. through ensuring that Islington's parks and memorials are looking their best and undertaking applications and risk assessments for each event, together with the Pageant Master, to ensure that things run smoothly on the day.
- 5.5 The Heritage Team ensures Islington's history and the achievement of veterans are recognised and remembered. Recent projects include:
  - 'Away from the Western Front': a two year project (2017-2019) funded by the Heritage Lottery Fund, with additional grants from the British Institute for the Study of Iraq

(Gertrude Bell Memorial) and the Centre for Hidden Histories. This project explores the heritage of the men and women from Islington who served in the campaigns of Salonika, Egypt, Palestine, Syria, Mesopotamia and Africa. The Heritage Team is working with young people from Platform Youth Hub in Finsbury Park over the summer to produce an animation

- In 2015/16 funding from the Gallipoli Centenary Education Project was used to tell the stories of those men who travelled from Islington to fight in the disastrous Gallipoli campaign. We worked with six primary schools and two SEN secondary schools on this project, including a music project.
- In November 2016, the council, in partnership with Islington Veterans' Association, organised a public commemoration event to mark the centenary of the end of the Battle of the Somme
- 'The Story of Victor Hember' also commemorated the Battle of the Somme. Victor Hember was a local man who lost his life in the Battle. Correspondence from Victor to his family and friends was used to work with families from Clerkenwell to create a display, and held two public talks on him
- 'The Streets they Left Behind' is a HLF funded project to commemorate over 9,000 men and three woman who lost their lives in WW1. Working with the community, Islington Heritage have plaques on Islington streets to remember all those who died from each respective street, and the information used to produce these plaques is available on a digital, interactive map. This allows any local school, community group, family or individual to find out more about the men and women who came from our streets.
- 'The Victoria Cross Commemoration' (2014-2018) is a four year project to commemorate the five people from Islington who were awarded VCs in WW1. Each VC holder is commemorated with a public service in Islington Green and the laying of a paving stone inscribed with their name and military rank. This is also organised in partnership with the IVA. Over the past year, paving stones have been laid for:

**Frederick Parslow:** born in Balls Pond Road, Islington, Frederick Parslow was a civilian when his ship, the unarmed SS Anglo-Californian, was ambushed by a German U-boat on 4 July, 1915. He was killed in the attack, but not before managing to weave his ship back and forth across the North Atlantic, evading the attacking submarine

**Frederick Booth:** born in Davenant Road, Islington, Frederick Booth was a sergeant in the South African Police, attached to the Rhodesia Native Regiment. On 12 February 1917 he was involved in an attack on an enemy position in thick bush at Johannes Bruck, German East Africa. Under very heavy rifle fire, he went forward alone to help a man who was badly wounded, and brought him back. He also rallied troops from his regiment who had become badly disorganised, and brought them back into combat.

Full details of their amazing stories can be found on our Islington Life site at:

<http://islingtonlife.london/discover-islington/local-history/victoria-cross-memorial-stones/>

- 5.6 The Heritage Team is also working to secure funding to restore the War Memorial in Manor Gardens in time for Remembrance Day 2018. This is the largest historic war memorial in the borough and is on Historic England's Risk Register. Two other memorials – Thornhill Road Gardens and St Silas's Church – have recently been restored.

## 6 Islington Armed Forces Covenant – grants and funding

### *Local Initiatives Fund*

- 6.1 Each year, the Council sets aside £225,000 Local Initiatives Fund (LIF) which enables ward councilors to support local projects and improvements in their wards. In 2016-17, LIF was used to support five projects related to the Armed Forces:
- Barnsbury ward councilors allocated £1,700 to the LBI Heritage Team to clean and conserve World War 1 memorials in St Silas Church garden (£1067.25) and Thornhill Road Gardens (£623.75). Match funding of just over £5,000 was secured through the War Memorials Trust
  - Barnsbury also allocated £250 to the Islington Veterans Association towards the cost of a Christmas meal for veterans (with a further £750 from IVA members)
  - St Mary's ward councilors allocated £583 to the Islington Veterans Association to cover the costs of the Armed Forces Day display and ceremony on Islington Green in June 2016, with funding used to cover first aid and event insurance.
  - Canonbury ward councilors awarded £5,000 to the Islington Sea Cadets towards the cost of improving their building with £10,000 matchfunding from the Marine Society. The Sea Cadets were also successful in their application to the Covenant Fund.
- 6.2 In the current year (2017-18) a LIF application for £961 has been submitted to cover costs associated with Armed Forces Day in June 2017.

### *Covenant Fund*

- 6.3 Each year, the government sets aside £10 million through its Covenant Fund to provide grants for projects across the country which benefit the Armed Forces and the community.
- 6.4 In 2016-17, there was one successful application from an Islington based organisation. The Islington Sea Cadets received a grant of £20,000 to secure and renegotiate the lease on their building. The lease, which is held on a peppercorn rent, is dependent upon keeping the building in good repair. Funding not only enabled vital repairs to the buildings, but secured the lease and extended use to other partner organisations including the Islington Veteran's Association and the Scouts. Funding was also secured from LIF for building work.
- 6.5 In 2017-18, priorities for the Covenant Fund are:
- Families in stress
  - Strengthening local government delivery of the covenant
  - Armed Forces Covenant: local grants
  - Single grant to produce a map of need for the Covenant Fund
  - Single grant to produce an outcomes framework for the Covenant Fund
  - Single grant for the provision of a digital support programme for the Covenant Fund
- 6.6 Applications are invited from registered charities, local authorities, schools, Community Interest Companies and Armed Forces units. Projects must be rooted in the communities, have grown out of a specific local need, and demonstrate community integration with shared development, delivery and benefits for both local and armed forces communities.
- 6.7 Whilst the local authority has no formal role in assessing Covenant Fund applications, those seeking a grant are strongly advised to contact their Local Covenant Partnership to strengthen the bid and make sure it meets local needs. The contact for Islington's Local Covenant Partnership is our Armed Forces Champion, Cllr Gary Poole.
- 6.8 Further details on the Covenant Fund and how to apply can be found at

<https://www.gov.uk/government/collections/covenant-fund>

## **7 Islington Armed Forces Covenant - supporting veterans and their families**

- 7.1 The Council is committed to supporting to ex-forces personnel and their families who are in need, including through financial support, access to council housing, help with developing skills and getting a job, and support with health and care needs.

### ***Financial support***

- 7.2 One of the Council's key commitments, as set out in the Armed Forces Community Covenant, is that the income of war widows and war disablement will be disregarded when calculating entitlement to Housing Benefit, Council Tax Support and access to financial support through the Resident Support Scheme.
- 7.3 There are currently 9 war pensioners in receipt of Housing and/or Council Tax support. Of these, 4 are in council housing and 5 are in housing association properties.
- 7.4 The Resident Support Scheme (RSS), delivered in partnership with Cripplegate Foundation, provides crisis grants to help with housing costs, purchase of essential household items, and community care. The RSS application form does not ask applicants whether they have served in the Armed Forces. However, SSAFA is a referring partner to the scheme. To date, there have been no applications from SSAFA on behalf of ex-forces personnel. SSAFA have advised us that this is because they have access to other funding to support their members in times of crisis so, to date, have not had the need to apply to RSS.
- 7.5 The Council's Income Maximisation Team (IMAX) supports residents on low incomes to access all the support to which they are entitled, including benefits and discounts. In the past year there have been no requests for support from ex-forces personnel.
- 7.6 This year, we've added a further measure of support to our Armed Forces Covenant commitments. From 10 April 2017, payments to veterans under the War Pension Scheme will be fully disregarded in the financial assessment for social care charging, with the exception of payments of Constant Attendance Allowance, which may be taken into account. This has already had a positive impact upon 12 Islington residents whose war pensions are no longer counted towards what they can afford to contribute for social care.

### ***Housing support***

- 7.7 There are various housing options for ex-forces personnel, including specialist housing providers and support. Our housing allocation scheme gives specific priority for veterans.
- 7.8 There have been no new applications for council housing from ex-forces personnel in the past year, and indeed only one veteran has moved into a council property since the policy was introduced in 2013.
- 7.9 The Housing Needs team regularly deals with clients with Post-Traumatic Stress Disorder (PTSD), including veterans, people seeking asylum, and others. All staff who work on housing applications have been trained on how to recognise PTSD, the specialist support available to veterans and the special provisions the council has made in its allocations policy. Anyone with suspected or diagnosed PTSD who applies for housing will be assessed by the medical adviser.

### ***Employment support***

- 7.10 Under the Covenant, the Council's Learning, Skills and Employment service prioritises ex-forces personnel and their families for employment and skills support. Since we reported last year, both iWork and the Adult and Community Learning Services have amended their application forms to capture data on clients from Forces background to monitor demand.

- 7.11 Over the past year, none of the learners who have enrolled on our Adult and Community Learning courses have a Forces background.
- 7.12 We checked with City & Islington College to see whether they had much demand from veterans. The College does not collect this information, but the Principal of the College was aware of examples of ex service personnel signing onto one of their courses, for instance, the Access to Bio Medical Science courses, with some great successes: one student was a former helicopter pilot and after completing his course went on to a train as a doctor.
- 7.13 In terms of employment support, the number accessing support through iWork has been very low – with fewer than five clients who had served in the Armed Forces, or from Forces families, seeking support through the team since the policy was introduced in 2013.
- 7.14 We contacted DWP to get a sense of the numbers of ex-Forces personnel who are on ‘out of work’ benefits in Islington. Our local lead told us that DWP does not record this data. However, anecdotal evidence from DWP work coaches across Islington job centres indicates that, whilst there are likely to be a few, the numbers are not large.

### ***Health and social care support***

- 7.15 The Council, in conjunction with the Islington Clinical Commissioning Group, provides or commissions a range of Social Care support and Public Health programmes, including support for mental health issues and for substance misuse. However, services do not specifically capture data on whether clients have serviced in the Armed Forces. Therefore, it is not possible to assess demand or take up of support from veterans.
- 7.16 However, we do know, anecdotally, that at least six rough sleepers who are ex-Forces will have been supported by Street Outreach services operating in Islington. And our Drug and Alcohol Services have confirmed that, whilst they don’t record information on experience in the Armed Forces, there are certainly ex-forces personnel accessing treatment.
- 7.17 Camden & Islington NHS Foundation Trust has been running a pan-London mental health assessment and treatment service for veterans and their families for many years. They have recently been awarded a contract from NHS England to expand this service to include London and the South East. There are a number of Islington residents accessing the service: 13 Islington veterans and 12 Camden veterans have been seen in the service in the past 2 years.

### **Feedback from London Fire Brigade**

- 7.18 Finally, when contacting partners to research this report, we heard from the Borough Fire Commander. He told us that the London Fire Brigade has a number of staff in Islington who are ex- Forces, and two who are still serving as reservists (though not Islington residents). LFB has an active recruitment line with the Armed Forces and continues to have good numbers joining the service. There are currently four trainee firefighters within their first year of service at Islington fire station – two of these are ex-Forces. This highlights the valuable contribution that members of our Armed Forces continue to play, not only whilst they are serving, but when they resettle into civilian life.

## **8 Conclusion**

- 8.1 Over the past year, the Council has supported a wide range of activity to celebrate and commemorate the Armed Forces in Islington.
- 8.2 Our evidence indicates that the number of current / ex-Forces personal in Islington is low and that those who have resettled here have little need of support. However, feedback from our Street Outreach and Substance Misuse services highlights that there are a small number of veterans who struggle to adjust to civilian life. The commitments set out in our Armed Forces

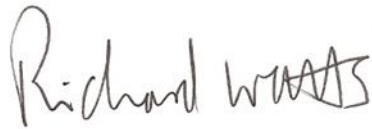
Covenant send an important message that the Council and its partners not only recognise and celebrate the achievements and sacrifices of our Armed Forces, but are there to offer tangible support to veterans and their families in times of need.

**Background Papers:** None

**Appendices:** None

**Final Report Clearance**

Signed by

A handwritten signature in black ink that reads "Richard Waats". The signature is written in a cursive style with a large initial 'R'.

Leader of the Council

15.06.2017

Date

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## **Islington Armed Forces Community Covenant: Council's Commitment**

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On 29 June 2013 – Armed Forces Day – the Council signed up to the Islington Armed Forces Community Covenant. In doing so it recognised and pledged to promote the valuable contribution of and sacrifices made by the Armed Forces and to provide practical support to help serving and former members of the Armed Forces and their families living in Islington.

The Council already has in place a range of support services for residents, particularly for families on low incomes, disabled people, those with long term health conditions and vulnerable adults and children. Current and ex-serving personnel living in Islington will have access to the same services and support as other residents. This document sets out the commitments the Council has made, over and above the core offer, to support Armed Forces personnel and their families and recognise the contribution they make. We will honour our pledges in the community covenant through:

### **Financial support**

The income of war widows and war disablement will be disregarded when calculating entitlement to:

- Housing Benefit
- Council Tax Support
- Access to financial support through the Resident Support Scheme

From 10 April 2017, payments to veterans under the War Pension Scheme will be fully disregarded in the financial assessment for social care charging, with the exception of payments of Constant Attendance Allowance, which may be taken into account.

### **Access to council housing**

Our housing allocations policy has been amended to support Armed Forces personnel and their families applying for council housing in the following circumstances:

- Service personnel will not be affected by residency restrictions if they have to live outside Islington as part of their service
- Welfare Category B is an award of 80 points and may be awarded in to bereaved spouses or civil partners of those serving in the regular forces where the bereaved spouse or civil partner has recently ceased, or will cease to be entitled, to reside in Ministry of Defence accommodation following the death of their service spouse or civil partner, and the death was wholly or partly attributable to their service
- Welfare Category C is an award of 40 points and may be awarded to applicants whose welfare needs are comparable to former members of the regular forces
- Medical Category A gives the maximum 150 points and will be awarded to serving members of the regular forces who are suffering from a serious injury, illness or disability which is wholly or partly attributable to their service

### **Employment and skills support**

Ex-forces personnel who are facing challenges in securing employment will be eligible for support through council employment programmes. This could include support in developing new skills and in accessing local vacancies. The discipline, resilience and team spirit of armed forces personnel could be a considerable incentive to employers.

The Council provides employment and skills support to vulnerable groups and / or those facing significant barriers as part of its commitment to tackle poverty and inequality in Islington.

### **Support for health and social care needs**

The Council will provide:

- Mental Health First Aid training to Armed Forces organisations / charities enabling them to

recognise mental health issues and refer on to relevant support

- Alcohol awareness training to representatives of Armed Forces organisations / charities
- Support (both financial and practical) with housing adaptations – for those moving to private as well as council housing, and refer those with disabilities / longer term health conditions onto relevant support services

### **Appointment of an Armed Forces Champion**

Each year the Council will formally nominate a councillor to be the Armed Forces Champion, ensuring good relationships with Armed Forces organisations in the borough and promoting engagement activities and support. The current Armed Forces Champion is Cllr Gary Poole.

### **Formally recognising the contribution of the Armed Forces**

- The Armed Forces Flag will be flown on the roof of the Town Hall each year on Armed Forces Day
- A Veteran or Cadet of the Year Award will be launched during Armed Forces Week 2014 to highlight the contribution of individuals
- Freedom of the Borough has been awarded to:
  - The Honorary Artillery Company in 2009
  - Colonel Brian Kay, the former Deputy Lieutenant in 2010

### **Supporting ‘Youth Organisations in Uniform’**

Islington has a number of Air Training Corps, Army Cadets and Sea Cadets in the borough and the Islington Academy has just set up a Combined Cadet Force. The Council will support these positive activities for young people through:

- Active involvement of the Mayor in visiting and supporting the activities of the various cadet forces in Islington
- Access to funding for running costs and activities through the Council's two small grants schemes – the Local Initiatives Fund and Islington Community Chest
- Chiring meetings of Youth Organisations in Uniform (YOU) which brings together various organisations - the Cubs, Scouts, Boys Brigade etc. – to identify opportunities for sharing help and resources

### **Promote the Community Covenants Grants Scheme**

The government has established a Covenant Fund, with £10m available per year for projects across the country which support the priorities of local Armed Forces Community Covenants, and which bring together the civilian and Armed Forces communities to promote integration and raise awareness of the contribution and sacrifices made by Forces personnel.

The scheme is administered on a regional basis. Applications can be submitted by any part of the community, including voluntary and community sector organisations / charities, community interest companies (CICs), local authorities and schools. Projects should deliver tangible results and meet the overall aims of the community covenant.

The Council will promote the Covenant Fund through its links with local Youth Organisations in Uniform (YOU), other voluntary and community sector organisations, statutory sector partners, schools and local businesses. The Council will also, through the Armed Forces Champion, convene a local panel to act as the Local Covenant Partnership (comprising senior Armed Forces / Council representatives) to review and support local bids to the Covenant Fund.

***Islington Council will work closely with Armed Forces organisations to increase understanding of, and address issues faced by, serving and ex-personnel and to maximise awareness and take up of the commitments made through this covenant***





Report of: **Director of Law and Governance**

Meeting of	Date	Ward(s)
Council	29 June 2017	All

Delete as appropriate:	Exempt	Non-exempt

## Subject: **Constitution Update**

### 1. **Synopsis**

1.1 This report proposes a number of changes to the Council's Constitution.

### 2. **Recommendations**

2.1 To approve the amendments to the Constitution as set out in the attached Appendix.

2.2 To delegate to the Joint Health Overview and Scrutiny Committee the council's right of referral to the Secretary of State in responding to formal consultations involving all of the Councils in the JHOSC pursuant to Regulation 23(9) of The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.

2.3 To adopt the Members Allowance Scheme for 2017/18.

2.4 That authority be delegated to the Service Directors of Public Protection, Public Realm and Housing Operations to authorise the appropriate officers in their department with the relevant functions under the Anti-Social Behaviour, Crime and Policing Act 2014.

2.5 To authorise the Director of Law and Governance to make any consequential amendments to the Constitution considered necessary.

### 3. **Background**

3.1. The Council's Constitution needs to be updated regularly in order to ensure it reflects changes in legislation and in council policy and to ensure that it remains fit for purpose.

- 3.2. Appendix 1 contains extracts from the Constitution on which proposed changes are marked, by crossing through in the case of deletions and by underlining in the case of additions. The main changes proposed are described below. It is also proposed to make minor amendments to correct typographical errors.

## **4. Main proposed changes**

### Part 5: Terms of Reference

- 4.1 A number of amendments are proposed to the terms of reference of the council's committees. The amendment to the terms of reference of the Scrutiny Committees is to reflect changes to the council's performance monitoring arrangements. The amendment to the Housing Scrutiny Committee terms of reference is to regularise the appointment of residents to the Committee. The change to the Personnel Sub-Committee is to cover occasions when a senior appointment is to be made to a post employed jointly by the council and another organisation.
- 4.2 The changes to the Health and Wellbeing Board terms of reference are to recognise changes to the management structure of the local Clinical Commissioning Group and to extend the membership to include a voluntary sector representative. These changes have also been made to the Joint Sub-Committee with the London Borough of Haringey along with further minor changes.
- 4.3 The terms of reference of the North Central London Joint Health Overview and Scrutiny Committee have been amended to reflect the changing governance of health services across North Central London. It is also intended for the Committee to respond to consultations on changes to cross-borough health services on behalf of all of its constituent authorities. For that reason it is proposed to delegate to the Committee the right of referral to the Secretary of State in responding to formal consultations involving all of the Councils in the JHOSC pursuant to Regulation 23(9) of The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013. This power currently rests with the Health and Care Scrutiny Committee, which will continue to make referrals to the Secretary of State on Islington-only matters.
- 4.4 Minor amendments have also been made to the terms of reference of the Licensing Sub-Committees to reflect changes to legislation as well as moving the setting of fees and charges from the Licensing Regulatory Committee to the Licensing Committee. The terms of reference of the Voluntary and Community Sector Committee have been amended to remove reference to discretionary rate relief, as this is no longer provided by the council.

### Part 7: Members' Allowance Scheme

- 4.5 Part 7 of the Council's Constitution sets out the Members' Allowance Scheme. By law the Council must agree the Members' Allowance Scheme annually, before the start of the year to which it applies. It is proposed that this should be re-adopted unchanged, save for the increases as a result of indexation, for 2017/18 as set out at Appendix to this report.
- 4.6 The figures in Part 7 have been updated with effect from the start of the financial year in line with the provision in section 1.5 of the Members Allowances Scheme. This provides for the basic and special responsibility allowances to be upgraded annually with reference to the annual Local Government Pay settlement. This is in accordance with the recommendations of the Independent Remuneration Panel for London Boroughs. The settlement for 2017/18 is 1%.

### Part 3: Responsibility for Functions

- 4.7 Part 3 of the Constitution sets out the responsibility for functions. A minor amendment is proposed to the matters reserved for the Executive in respect of the Finance and Property provision to enable the Corporate Director of Resources to take the decision under his delegated authority to grant a 125 year peppercorn rent to an academy trust following the making of an academy order in respect of an Islington maintained school. Changes are also proposed to section 8 (officer delegations) following the restructure of the Chief Executive's department. This is also reflected in Appendices 3 and 6.

### Part 6: Procurement Rules

- 4.8 Changes have been made to Part 6 of the Constitution to remove references to the obsolete pre-qualification questionnaire from the procurement rules.

### Appendix 2: Executive and Non- Executive Functions

- 4.9 Changes are proposed in relation to Appendix 2 – Executive and Non-Executive functions to reflect historic changes implemented by Regulations amending the Local Authorities (Functions and Responsibilities) (England) Regulations 2000.

### Appendix 3: Officer Delegations

- 4.10 The Anti-Social Behaviour Crime and Policing Act 2014 introduced substantial changes to the way in which local authorities, the police and other agencies manage and respond to anti-social behaviour (ASB), dog ownership and a variety of criminal activities.
- 4.11 To enable the council to make use of the wider powers and functions in the Anti-Social Behaviour Crime and Policing Act 2014; it is proposed that the relevant Service Directors of Public Protection, Public Realm and Housing Operations put in place appropriate authorisations within their directorate to enable officers to exercise the powers under the Anti-Social Behaviour, Crime and Policing Act 2014. These authorised officers would include,
- Licensing officers
  - Trading Standards
  - Community safety/ASB officers
  - Housing officers
  - Environmental Protection officers, and
  - Planning Enforcement officers

To effect this change and avoid duplication the delegations to specific officers related to the Anti-Social Behaviour, Crime and Policing Act 2014 are deleted from Appendix 3 of the Constitution.

## **5. Implications**

### **Financial Implications**

- 5.1 There are no financial implications arising directly from this report.

### **Legal Implications**

- 5.2 Legal implications are contained in the body of the report.

## Resident Impact Assessment

- 5.3 The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding. There are no resident impact implications arising directly from this report.

## Environmental Implications

- 5.4 There are no environmental implications arising directly from this report.

## 6. Conclusion and recommendations

- 6.1 A number of changes are proposed to the Constitution in this report for approval by the Council.

**Background papers:** None.

**Attachments:** Appendix – Extracts from the Constitution

## Final Report Clearance

Signed by

.....  
Director of Law and Governance

21 / 06 / 17

.....  
Date

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## PROPOSED CONSTITUTION AMENDMENTS

### Part 5 – Terms of Reference: Scrutiny Committees

#### SCRUTINY COMMITTEES

1. Overview and scrutiny functions are:
  - Reviewing or scrutinising decision or actions taken in connection with the discharge of executive functions
  - Making recommendations about executive functions
  - Reviewing or scrutinising decision or actions taken by the council in connection with the discharge of non-executive functions
  - Making recommendations about these functions
  - Making recommendations about matters which affect the authority's area or its inhabitants.
  - Carrying out the specific roles of health scrutiny and crime and disorder scrutiny.
  - [To consider matters relating to the performance of the council.](#)
2. Overview and scrutiny functions in respect of the Council's education functions are allocated to the Children's Services Scrutiny Committee the membership of which includes education representatives as set out in its terms of reference below.
3. Where one of the other Scrutiny Committees is carrying out a review or dealing with other business which will involve a consideration of the Council's education functions, the education representatives on the Children's Services Scrutiny Committee shall be entitled to join the Scrutiny Committee as voting members for the meeting concerned to participate in that review.
4. All Scrutiny Committee are responsible for considering equalities issues arising in respect of matters falling within their terms of reference.

## Part 5 – Terms of Reference: Housing Scrutiny Committee

### HOUSING SCRUTINY COMMITTEE

#### Composition

Members of the Executive may not be members of the Scrutiny Committee.  
No member may be involved in scrutinising a decision in which he/she has been directly involved.

~~Up to 3 Elected Resident Representatives shall be included in the membership of the committee as non-voting co-optees:~~

~~The Council may appoint up to 3 observers to the Committee.~~

The Council may appoint up to three resident observers to the Committee to represent the views and experiences of local people.

## Part 5 – Terms of Reference: Personnel Sub-Committee

### PERSONNEL SUB-COMMITTEE

#### Composition

The Audit Committee will appoint members to the Personnel Sub-Committee following appointments made at the Annual Council Meeting. Members of the committee will include the Chair of Audit Committee, the Leader of the Council, the Executive Member with responsibility for Human Resources, and two ordinary member positions. All other Executive Members will be appointed to act as substitutes for the Committee, with the relevant Executive Member joining the Committee depending on the appointment being made.

When an appointment is to a post employed jointly by the Council and another organisation, such as the National Health Service, membership of the committee may be increased to include a relevant representative of that organisation as a co-opted non-voting member subject to the agreement of the Personnel Sub-Committee Chair.

## Part 5 – Terms of Reference: Health and Wellbeing Board

### HEALTH AND WELLBEING BOARD

#### Composition

- Leader of the Council
- Lead Member for Health and Social Care
- Lead Member for Children, Young People and Families
- GP and Chair of the Islington Clinical Commissioning Group
- GP and ~~Joint~~ Vice-Chair of the Islington Clinical Commissioning Group
- Lay Vice-Chair, Islington Clinical Commissioning Group
- CCG Chief Operating Officer
- Corporate Director of Housing and Adult Social Services
- Corporate Director Children's Services
- Director of Public Health
- Health Watch representative (one member)
- CCG Director of [Nursing and Quality](#) ~~and Integrated Governance~~ (non-voting)
- Local NHS Commissioning Board representative (non-voting)
- The Camden and Islington NHS Trust (non-voting)
- The Whittington NHS Trust (non-voting)
- [Voluntary Sector representative \(non-voting\)](#)

#### Part 5 – Terms of Reference:

#### Haringey and Islington Health and Wellbeing Boards Joint Sub-Committee

##### 1. Establishment of a Joint [Sub- Committee](#)

- 1.1 In exercise of their powers under Section 198 of the Health and Social Care Act 2012 which permits two or more Health and Wellbeing Boards to make arrangements for any of their functions to be exercised [by a joint sub-committee of the boards](#), ~~jointly and Sections 101(5) of the Local Government Act 1972 which permits two or more local authorities to set up a Joint Committee to discharge their functions jointly~~, the London Boroughs of Haringey and Islington have agreed to establish a [joint sub-committee of their ~~Joint~~ Health and Wellbeing Boards to be known as the 'Haringey and Islington Health and Wellbeing Boards Joint Sub-Committee'](#).
- 1.2 The ~~Joint~~ [Haringey and Islington Health and Wellbeing Boards Joint Sub-Committee \(the Sub-Committee\)](#) shall operate as a sub-committee of the Health and Wellbeing Boards of each borough, which will continue to meet and consider matters within their terms of reference.

## 2. Purpose and function

- 2.1 ~~The 'Haringey and Islington Health and Wellbeing Boards~~ ~~The London Boroughs of Haringey and Islington~~ have established the ~~Joint Health and Wellbeing Board (HWB) (Joint Committee)~~ Sub-Committee to discharge on behalf of the two wellbeing boards ~~both boroughs~~ the functions of: preparing and producing Joint Strategic Needs Assessment (JSNA) and Joint Health and Wellbeing Strategy (JHWS); and encouraging integrated workings between commissioners and providers of health and care in the two boroughs in so far as it relates to areas of common interest and for the purpose of advancing the health and wellbeing of their populations.
- 2.2 The Islington and Haringey Wellbeing Partnership is intended to support the populations of both boroughs to live healthier, happier and longer lives; improve health and care services so that people experience more joined up, better quality services at the right time in the right place; and make sure the local health and care system delivers high value care, and is financially sustainable. Islington and Haringey have similar populations, with similar health and care needs, and a shared ambition and vision to provide high-quality, integrated, people-centred services.
- 2.3 The ~~Joint~~ Sub-Committee will oversee at a strategic level the programme of activities by the Wellbeing Partnership aimed at more integrated and joined up approach in service planning and delivery in health and care within and across both boroughs and to maximise use of resources and deliver better outcomes for service users. Both Islington and Haringey Health and Wellbeing Boards have expressed their support for the Wellbeing Partnership.
- 2.4 The ~~Joint~~ Sub-Committee will also consider and where necessary contribute to the development of the North Central London (NCL) Sustainability and Transformation Plan.
- 2.5 The ~~Joint~~ Sub-Committee will:
- a) encourage and promote partnership working in health and social care within and across the two boroughs;
  - b) encourage joint consideration and co-ordination of health and care issues that are of common interest or concern to the population of the two boroughs;
  - c) encourage and promote integrated working between health and care commissioners and providers within and across the two boroughs;
  - d) prepare and produce the Joint Strategic Needs Assessment and Joint Health and Wellbeing Strategy for the two boroughs;
  - e) provide strategic oversight for the Wellbeing Partnership and any future partnership models for joined up and integrated approach in health and care across the two boroughs;



- f) provide a mechanism to enable joint decision-making in relation to future joint initiatives, service transformation and co-commissioning arrangements in health and care in the two boroughs;
- g) give effect to the boroughs stated intentions to foster collaboration in health and social care between commissioners and providers within and across the two boroughs;
- h) consider and where necessary contribute to the development of the North Central London (NCL) Sustainability and Transformation Plan; and
- i) where appropriate, and in so far as it relates to integrated working, represent the collective interests of the two boroughs to national and local government and other bodies.

2.6 The ~~Joint~~ Sub-Committee shall operate and discharge its responsibilities in accordance with these Terms of Reference.

### **3. Public Meetings**

3.1 The ~~Joint~~ Sub-Committee will meet at least four times a year. The meetings will be rotated between the offices of each of the Councils.

3.2 The meetings of the ~~Joint~~ Sub-Committee will be open to the public except to the extent that they are excluded under the following paragraph. The public may be excluded from a meeting of the ~~Joint-HWB- Sub-Committee~~ during an item of business whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that, if members of the public were present during that item, confidential information as defined in section 100A(3) of the Local Government Act 1972 or exempt information as defined in section 100I and Schedule 12A to the Local Government act 1972 would be disclosed to them.

### **4. Business to be transacted**

4.1 The standing items for each meeting of the ~~Joint~~ Sub-Committee will include the following:

- a) Filming at meetings
- b) Welcome and introductions
- c) Apologies for absence
- d) Notification of urgent business
- e) Declaration of Interest
- f) Questions and deputations
- g) New items of urgent business
- h) Exclusion of the press and public
- i) New items of exempt urgent business

4.2 The Chair may vary the order of business and take urgent items as specified in the Access to Information Requirements at his/her discretion. The Chair should inform

the Members of the ~~Joint~~ Sub-Committee prior to allowing the consideration of urgent items.

4.3 An item of business may not be considered at a meeting unless:

- a) A copy of the agenda included the item (or a copy of the item) is open to inspection by the public for at least five clear days before the meeting; or
- b) By reason of special circumstances which shall be specified in the minutes the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency.

“Special Circumstances” justifying an item being considered as a matter of urgency will relate to both why the decision could not be made at the meeting allowing the proper time for inspection by the public as well as why the item or report could not have been available for inspection for five clear days before the meeting.

### **Public Questions**

4.4 Members of the public may ask the Chair any question on anything for which the ~~Joint~~ Sub-Committee is responsible at any ordinary meeting.

4.5 Notice of questions must be given in writing to the Committee Clerk of either or both boroughs by 10 a.m. on such day as shall leave five clear days before the meeting (e.g. Friday for a meeting on the Monday 10 days later). The notice must give the name and address of the sender. Should a question be rejected, the questioner will receive a written response advising of this, including the reasons for the rejection.

4.6 The Monitoring Officer of either borough may reject a question if it:

- a) Is not about a matter for which the two boroughs has a responsibility or which affects them;
- b) Is defamatory, frivolous or offensive;
- c) Is substantially the same as a question which has been put at a meeting of both boroughs in the past six months;
- d) Requires the disclosure of confidential or exempt information; or
- e) Names, or clearly identifies, a member of staff or any other individual.

4.7 The Committee Clerk of either borough may put questions into an appropriate form without affecting their substance and redirect them if necessary.

4.8 The questions to be asked shall be supplied to all Members of the ~~Joint~~ Sub-Committee no later than at the meeting. The minutes of the meeting will include the name of the questioner, a summary of the question and the response.

4.9 The Chair may allow one supplementary question for elucidation only.

- 4.10 A total time of 20 minutes (excluding any adjournment) shall be allowed for public questions and answers, but a question being answered at the time limit shall be completed.
- 4.11 Any questions remaining unanswered after the time limit, and any questions for which the questioner is neither present shall be answered in writing.

### **Deputations**

- 4.12 A deputation may only be received by the ~~Joint~~ Sub-Committee if a requisition signed by not less than ten residents of either or both boroughs, stating the object of the deputation, is received by the Committee Clerk of either borough not later than 10am five clear days prior to the Committee meeting.
- 4.13 Requisitions for deputations shall not be accepted from, nor on behalf of, political parties, nor if submitted on paper bearing the name, insignia or other device of a political party.
- 4.14 Subject to the foregoing the Committee Clerk of either borough shall bring the requisition before the Chair, who shall decide whether notice shall be given of the deputation on the agenda paper for a meeting of the ~~Joint~~ Sub-Committee. The Chair must have regard to other business on the agenda in reaching such a decision; however a deputation will normally be accepted where there is an item on the agenda of the same subject matter. Where there is not an item on the agenda of the same subject, the Chair may refer the deputation to another relevant body of either or both boroughs.
- 4.15 The Deputation leader must be notified in writing as soon as possible if the deputation is not to be taken at that Committee meeting, advising of the reasons for the deputation not being taken at the Committee.
- 4.16 The Monitoring Officer of either borough may reject a deputation if it
- a) Is not about a matter for which the ~~Joint~~ Sub-Committee has responsibility;
  - b) Is defamatory, frivolous or offensive;
  - c) Is substantially the same as a deputation, question or motion which has been put at a meeting of the ~~Joint~~ Sub-Committee in the past six months;
  - d) Requires the disclosure of confidential or exempt information; or
  - e) Names, or clearly identifies, a member of staff or any other individual.
- 4.17 Taking the deputation at the meeting
- a) A total of 15 minutes shall be allocated to deputations on the ~~Joint~~ Sub-Committee agenda.
  - b) The deputation spokesperson will be given three minutes to introduce the deputation, following which they may answer any questions from the

Committee. The Chair will allocate a maximum amount of time for each deputation, and will have regard to other items of business on the agenda when doing so.

## Reports

4.19 The reports to the ~~Joint~~ Sub-Committee will be in the following order:

Report for:

Title:

Report authorised by:

Lead Officer:

1. Describe the issue under consideration
2. Recommendations
3. Background Information
4. Contribution to strategic outcomes
5. Statutory Officer Comments (Legal and Finance)
6. Environmental Implications
7. Resident and Equalities Implications
8. Use of Appendices
9. Background papers

4.20 Reports should be authorised for inclusion on the agenda by the Chairs of both the Islington and Haringey Health and Wellbeing Boards. Such authorisation should be confirmed in writing. ~~This shall be indicated by the inclusion of their signatures on the report.~~

## 5. Extraordinary meetings

5.1 Arrangements may be made following consultation with Chairs of the boroughs HWB to call an extraordinary meeting of the ~~Joint~~ Sub-Committee. The Chair of the ~~Joint~~ Sub-Committee should inform the appointed Members prior to taking a decision to convene an extraordinary meeting.

5.2 The business of an extraordinary meeting shall be only that specified on the agenda.

## 6. Cancellation of meetings

6.1 Meetings of the ~~Joint~~ Sub-Committee may, after consultation with the Chair of the ~~Joint~~ Sub-Committee and the Chairs of the constituent boroughs Health and Wellbeing Boards, be cancelled if there is insufficient business to transact or some other appropriate reason warranting cancellation. The date of meeting may be varied

after consultation with the Chair and appointed members of the [Joint Sub-Committee](#) in the event that it is necessary for the efficient transaction of business.

## 7. Urgency Procedure

- 7.1 Where the Chair (following consultation with the appointed Members of the [Joint Sub-Committee](#)) is of the view that an urgent decision is required in respect of any matter within the [Joint Sub-Committee](#) functions and that decision would not reasonably require the call of an Extraordinary Meeting of the [Joint Sub-Committee](#) to consider it and it cannot wait until the next Ordinary Meeting of the [Joint Sub-Committee](#), then they may request in writing the Chief Executive of each constituent borough (in line with pre-existing delegations in each borough's Constitution) to take urgent action as is required within each of the constituent boroughs.

## 8. Membership

- 8.1 The membership of the [Joint Sub-Committee](#) shall comprise the members of the London Borough of Haringey and the London Borough of Islington Health and Wellbeing Boards set out in the table below. "V" denotes the members with voting rights and "NV" members with non-voting rights. The constituent boroughs rules on attendance by substitute in the event that any one member is absent shall apply.

	<b>LB of Islington HWB</b>		<b>LB of Haringey HWB</b>
	<u>Local Authority Members</u>		<u>Local Authority Members</u>
1	Leader of the Council (V)	1	Leader of the Council (V)
2	Lead Member for Health and Social Care (V)	2	Lead Member for Children and Families (V)
3	Lead Member for Children, Young People and Families (V)	3	Lead Member for <a href="#">Finance and Health &amp; Well-Being</a> (V)
	<u>Local Clinical Commissioning Group</u>		<u>Local Clinical Commissioning Group</u>
4	GP and Chair of the Islington Clinical Commissioning Group (CCG) (V)	4	Chair, Haringey Clinical Commissioning Group (CCG) (V)
5	GP/ <del>Joint</del> Vice Chair of the Islington CCG (NV)	5	GP Board Member, Haringey CCG (NV)
6	Lay Vice-Chair, Islington CCG (V)	6	Lay Board Member, Haringey CCG (V)
7	Islington CCG Chief Operating Officer (NV)	7	Chief Officer, Haringey CCG (NV)
8	Islington CCG Director of <a href="#">Nursing and Quality and Integrated Governance</a> (NV)	8	<u>Local Healthwatch</u>
	<u>Local Healthwatch</u>		Chair of Haringey Healthwatch (V)
9	Islington Healthwatch (V)	9	<u>Local Authority Officers</u>
	<u>Local Authority Officers</u>	10	Director of Adult and Housing Services (NV)
10	Corporate Director of Housing and Adult Social Services (NV)	11	Director of Children and Young People's Services (NV)
11	Corporate Director Children's Services (NV)	12	Director of Public Health (NV)
12	Director of Public Health (NV)		Deputy Chief Executive (NV)
	<u>Health Providers</u>	13	<u>Voluntary Sector</u>
13	The Camden and Islington NHS Trust (NV)		The Bridge Renewal Trust (NV)
14	The Whittington NHS Trust (NV)		
	<u>Voluntary Sector</u>		
15	Voluntary Sector Representative (NV)		

8.2 Each member of the ~~Joint~~ Sub-Committee shall serve for as long as he or she is member of the constituent borough HWB. A member shall cease to be a member of the ~~Joint~~ Sub-Committee if he or she ceases to be a member of the constituent borough HWB.

~~8.3 The Voluntary Sector member should represent the interests of the voluntary sector across both boroughs.~~

8.3 The NHS Commissioning Board (NHS CB) shall serve as a non-voting member of the Sub-Committee to participate in the exercise of the function in respect of the JSNA and JHWS. With the agreement of the Sub-Committee, NHS CB may be represented by someone who is not from the NHS CB.

## **9. Chair**

9.1 The Chair of the ~~Joint~~ Sub-Committee shall be rotated between Chair of the constituent boroughs' Health and Wellbeing Board for each meeting of the ~~Joint~~ Sub-Committee.

9.2 The Vice-Chair of the ~~Joint~~ Sub-Committee shall be the Chair of the borough's Health and Wellbeing Board who is not the Chair of the meeting.

## **10. Quorum**

10.1 A meeting of the ~~Joint~~ Sub-Committee will be considered quorate when at least three voting members from each constituent borough HWB are in attendance, including one local authority elected representative of each borough and one of either the Chair, Clinical Commissioning Group or the Chair, Healthwatch (or their substitutes).

## **11. Voting**

11.1 The ~~Joint~~ Sub-Committee decision making will operate on the basis of mutual cooperation and consent. It is expected that decisions will be taken on a consensual basis wherever reasonably possible.

11.2 Where a vote is required it will be on the basis of one vote per voting member and unless a recorded vote is requested, the Chair will take the vote by show of hands. Any matter shall be decided by a simple majority of those voting members present. Where there is an equality of votes, the Chair of the meeting shall have a second and casting vote.

## **12. Overview and scrutiny**

12.1 Overview and scrutiny (within the meaning of the Local Government Act 2000 and The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013) will be the responsibility of each constituent borough and the appropriate scrutiny arrangements of each borough will apply.

### 13. Administration

- 13.1 Administrative support for the meetings of the ~~Joint~~ Sub-Committee will be rotated between the committee officers of the constituent boroughs.

## Part 5 – Terms of Reference: Joint Health Overview and Scrutiny Committee

# NORTH CENTRAL LONDON JOINT HEALTH OVERVIEW AND SCRUTINY (JHOSC) COMMITTEE

## TERMS OF REFERENCE

### Membership

This is a joint health scrutiny committee with the London Boroughs of Barnet, Camden, Enfield and Haringey established under the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.

Each authority makes two appointments to the joint committee

### Terms of Reference

1. To engage with relevant NHS bodies on strategic ~~sector~~ area wide issues in respect of the co-ordination, commissioning and provision of NHS health services across the whole of the area of Barnet, Camden, Enfield, Haringey and Islington; and
- ~~2. To scrutinise and respond to stakeholder engagement, the consultation process and final decision in respect of any sector wide proposals for reconfiguration of health services in the light of what is in the best interests of the delivery of a spectrum of health services across the area of, taking account of:~~
  - ~~• The adequacy of the consultation being carried out by the health bodies including the extent to which patients and the public have been consulted and their views have been taken into account~~
  - ~~• The impact on the residents of those areas of the reconfiguration proposals, as set out in the consultation document~~
  - ~~• To assess whether the proposals will deliver sustainable service improvement~~
  - ~~• To assess whether the proposed changes address existing health care inequalities and not lead to other inequalities~~
  - ~~• The impact on patients and carers of the different options, and if appropriate, which option should be taken forward~~

- ~~• How the patient and carer experience and outcomes and their health and well-being can be maximised whichever option is selected~~
- ~~• Whether to use the joint powers of the local authorities to refer either the consultation or final decision in respect of the North Central London Service and Organisation Review to the Secretary of State for Health.~~

3. 2. To respond, where appropriate, to any proposals for change to specialised NHS services that are commissioned on a cross borough basis and where there are comparatively small numbers of patients in each of the participating boroughs.
3. To respond to any formal consultations on proposals for substantial developments or variations in health services across affecting the areas of Barnet, Camden, Enfield, Haringey and Islington and to decide whether to use the power of referral to the Secretary of State for Health on behalf of Councils who have formally agreed to delegate this power to it when responding to formal consultations involving all the five boroughs participating in the JHOSC;
4. The joint committee will work independently of both the Executive and health scrutiny committees of its parent authorities, although evidence collected by individual health scrutiny committees may be submitted as evidence to the joint committee and considered at its discretion.
5. The joint committee will seek to promote joint working where it may provide more effective use of health scrutiny and NHS resources and will endeavour to avoid duplicating the work of individual health scrutiny committees. As part of this, the joint committee may establish sub and working groups as appropriate to consider issues of mutual concern provided that this does not duplicate work by individual health scrutiny committees; and
6. 6. The joint committee will aim work together in a spirit of co-operation, striving to work to a consensual view to the benefit of local people.



## **Part 5 –Terms of Reference: Licensing Committee**

### **LICENSING COMMITTEE**

#### **Composition**

The Licensing Committee shall comprise at least ten, but no more than fifteen members of the Council.

#### **Quorum**

The quorum of the committee shall be four members.

#### **Terms of Reference**

1. To discharge all of the licensing functions of the Council as the licensing authority under the Licensing Act 2003 and the Gambling Act 2005, except the determination of the Council's Statement of Licensing Policy and the publication of that Statement under either Act, the making of a resolution not to issue a casino premises licence under section 166 of the Gambling Act 2005 and the fixing of fees under the Gambling Act 2005.
2. To discharge the functions of the Council under schedule 3 Local Government (Miscellaneous Provisions) Act 1982, as amended.
3. To establish and appoint to sub-committees to :
  - a. determine matters under the Licensing Act 2003 regarding personal licences, premises licences, club premises certificates, provisional statements, variation of the designated premises supervisor, interim authorities, police objections to temporary event notices and any applications requiring a hearing under the Act; and
  - b. determine matters under the Gambling Act 2005 regarding premises licences, provisional statements, variations of premises licences, transfers of premises licences, reviews of premises licences and any applications requiring a hearing under the Act.
4. To arrange for the discharge of the functions governed by the Licensing Act 2003 and the Gambling Act 2005 by its sub-committees or by officers in accordance with section 10 of the Licensing Act and section 232 of the Gambling Act.
5. To arrange for the discharge of any other of the Committee's functions by its sub-committees.
6. To receive and consider annual reports, where appropriate, on any matter directly related to the licensing functions in the borough.
7. To exercise the functions of the Licensing Sub-Committees during the period between the election and the Annual Meeting of the Council, if necessary.
8. [To determine the amount of any fees and charges to be made for any approval, consent, licence, permit or registration within the terms of reference of the Committee.](#)

## **Part 5 – Terms of Reference: Licensing Sub-Committees**

### **LICENSING SUB COMMITTEES**

#### **Composition**

The sub-committees shall comprise three members.

#### **Quorum**

The quorum of the sub-committee shall be three members.

#### **Terms of Reference**

##### **Licensing Act 2003**

1. To determine applications for personal licences where the police have served an objection notice or the applicant has an unspent conviction.
2. To determine applications for premises licences, club premises certificates and provisional statements where a relevant representation is made.
3. To determine applications to vary premises licences and club premises certificates where a relevant representation is made.
4. To determine applications to vary a designated premises supervisor where a police objection is received.
5. To determine applications for transfer of a premises licences where a police objection is received.
6. To determine applications to review premises licences and club premises certificates.
7. To determine applications for interim authorities where a police objection is received.
8. To determine an objection to a temporary event notice.
9. Decision to object when the Council is a consultee [and not the relevant authority considering the application](#)
10. [Determination of applications to vary premises licences at community premises to include an alternative licence condition if there is a police objection](#)

##### **Gambling Act 2005**

10. To determine applications for premises licences and provisional statements where representations have been made and not withdrawn.
11. To determine applications for variation of premises licences where representations have been made and not withdrawn.

12. To determine applications for transfer of premises licences where representations from the Gambling Commission or responsibility authority are received.
13. To review a premises licence ~~under section 201~~
14. Application for club gaming/club machine permits where objections have been made and not withdrawn.
15. Cancellation of club gaming/club machine permits.
16. Decision to give a counter notice to a temporary use notice.

### **Schedule 3 Local Government (Miscellaneous Provisions) Act 1982 as amended**

17. To determine applications for first grant of a sex establishment licence.
18. To determine renewal applications for a sex establishment licence if objections are received and not withdrawn.
19. To determine transfer applications for a sex establishment licence if objections are received and not withdrawn.

### **General**

20. To determine any application or variation which is capable of being determined by officers but which the [Corporate](#) Director of Environment and Regeneration considers appropriate for the Sub-Committee to consider.

### **Delegation to Officers**

21. All functions under the Licensing Act 2003, the Gambling Act 2005 and schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 as amended not within the terms of reference of the Licensing Sub-Committees or reserved to the Council at Part 3 Section 7 of the Constitution, other than the fixing of fees under the Gambling Act 2005, are delegated to officers as detailed in Part 3 and Appendix 2 of the Constitution.

## Part 5 – Terms of Reference: Licensing Regulatory Committee

### LICENSING REGULATORY COMMITTEE

#### Composition

No special requirements apply to the composition of the Licensing Regulatory Committee.

The membership of the committee shall be four.

#### Quorum

The quorum of the committee shall be three members.

#### Terms of Reference

1. To determine applications for street trading, track betting and special treatment licences where there are unresolved objections to those applications.
2. To designate streets as licensed streets.
3. To revoke licences (except on the ground of non payment of fees).
4. To set and review policy in relation to the matters coming within the remit of the committee.
- ~~5. To set fees and charges for licences.~~
6. 5. To take decisions on any other licensing matter referred to it by the Corporate Director of Environment and Regeneration, except those which may lawfully be taken by the Licensing Committee established for the purpose of the Licensing Act 2003 and the Gambling Act 2005.

The hearing of representations and the determination of applications for a license of a Scrap Metal Dealer, under the Scrap Metal Dealers Act 2013, where the Service Director of Public Protection proposes to refuse or to cancel a licence or to vary a license under section 4 of the Act and the applicant has given notice to the authority, within the prescribed time, that they require the opportunity to make representations about the proposal

## Part 5 – Terms of Reference: Voluntary and Community Sector Committee

### Terms of Reference

1. To oversee the Council’s engagement with the Islington community and voluntary sector and to ensure value for money and fairness in the allocation of council resources to the sector.

2. To be responsible for the allocation off the Islington Community Fund including:

~~a. determining the Council’s policy in relation to discretionary rate relief for charities and other non-profit making bodies and considering and approving applications for discretionary rate relief from the Discretionary Rate Relief Fund\*;~~

b. a. allocating the Voluntary and Community Sector (VCS) Grants Fund;

c. b. allocating the Advice Fund;

d. c. allocating the Local Initiatives Fund having regard to the recommendations of the relevant ward members/relevant ward partnership or neighbourhood group and on the basis that the funding will be allocated equally among the 16 wards making up the Council’s area;

e. d. allocating the VCS Rescue Fund.

~~\* If it considers it prudent to do so the Committee may alter the overall allocations between the Discretionary Rate Relief Fund and the VCS Grants and Rescue Funds.~~

## Part 6 – Procurement Rules – Financial Regulations

<b>“Light Touch” Services (see section 2.2), Concessions (see section 2.3) and Works Contracts</b>	
<b>Estimated whole life value (excluding VAT)</b>	<b>Required Procedure</b>
The supplies/services threshold mentioned in 2.2. - Up to £500k revenue or £1m Capital	<p>A minimum of four (4) competitive written quotations (or 5 in the case of contracts exceeding £250k revenue of £500k capital) with justification on grounds of value for money for award recorded in writing.</p> <p>The quotations must include one (1) quotation from a local (Islington) supplier, as long as a suitable supplier is available <u>and be obtained through the council’s e-tendering system, unless agreed otherwise by the Head of Strategic Procurement.</u></p> <p>Where contracts within this Value Band are to be advertised, the agreement of the Head of Strategic Procurement is required. The Head of Strategic Procurement (or their nominated representative) will advise on the wording and content of the advertisement and must additionally arrange for the advertisement to be placed in Contracts Finder.</p>

	<p>Where four (4) written competitive tenders are not available or a lower number is desired, the commissioning client officer shall follow the advice of the Head of Strategic Procurement (or their nominated representative).</p> <p>All contracts within this value band must be notified by email to the Strategic Procurement Team to be recorded on the corporate contracts database.</p>
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## **Part 6 – Procurement Rules – Financial Regulations**

### **24. Selection Criteria**

- 24.1 In accordance with the Regulations and with guidance from the Strategic Procurement Team, selection criteria may only relate to:
- 24.1.1 Exclusion grounds;
  - 24.1.2 Suitability to pursue a professional activity;
  - 24.1.3 economic and financial standing;
  - 24.1.4 technical and professional ability.
- 24.2 The Council operates a ~~pre-qualification~~ [selection](#) questionnaire to ensure contractors meet these conditions where permitted by the Public Contract Regulations.
- 24.3 Any deviation from the council’s standard ~~pre-qualification~~ [selection](#) questionnaire must be reported to the Head of Strategic Procurement for approval and subsequent reporting by the Head of Strategic Procurement to the Crown Commercial Service.
- 24.4 Organisations found guilty of conducting fraud, such as ‘cover pricing’, will not normally be considered. Organisations shall be required to make declarations in regards to professional and business conduct, including Blacklisting, to the satisfaction of the Council before being invited to tender or tenders assessed.

## Part 7 – Members’ Allowance Scheme

### **1. MEMBERS’ ALLOWANCES SCHEME – 2016/17/18**

- 1.1 The Local Government and Housing Act 1989, Local Authorities (Members’ Allowances) Regulations 1991, Local Authorities (Members’ Allowances) (Amendment) Regulations 1995 and the Local Authorities (Members’ Allowances) (England) Regulations 2001 require authorities to make a scheme for the payment of allowances to Councillors.

Before making, amending or reworking its allowances scheme, the Council is required by virtue of Regulation 3 of the 2001 Regulations to have regard to the recommendations of an Independent Remuneration Panel. The Council is not, however, bound to adopt all or any of the Panel’s recommendations provided it has given them due consideration and is satisfied that it has justifiable reasons for not doing so.

Government Regulations do not limit the amount that can be paid under allowances schemes. This Council’s total budget including on-costs for Members’ Allowances for 2016/17/18 is ~~£926,500~~ £935,765.

Any Member may by notice in writing to the Chief Executive, elect to forego any part of entitlement to an allowance under the scheme.

- 1.2 In March 1999 the Council agreed to move to a new Members’ Allowances Scheme based on the model recommended by the independent panel report commissioned by the Association of London Government. This resulted in three bands for the payment of Special Responsibility Allowances (SRA) to certain Councillors, together with the payment of a basic allowance to all Councillors.
- 1.3 The Council agreed to adopt the new scheme with the recommended levels of payment for Basic and SRA, but to phase in full payment over four years with the maximum payable in 2002/2003.
- 1.4 The Policy Committee on 30 March 2000 amended the bandings for SRA to include two new bands.
- 1.5 The Corporate Services Committee on 28 May 2003 adopted the recommendations of the Association of London Government’s Independent Panel’s Second Report into Members’ Allowances. The Committee on 31 July 2003 and Council on 16 September 2003 agreed further changes to the scheme following a further Independent Panel report relating to members being able to join the Local Government Pension Scheme and that the basic and special responsibility allowances be upgraded annually with reference to the annual Local Government Pay settlement.
- 1.6 The Corporate Services Committee on 20 March 2007 considered the recommendations of the December 2006 report of the Independent Remuneration Panel and adopted the recommendations in relation to basic allowance increase, payment of an allowance to the Independent Members on the Standards Committee and the co-optees on the Children and Young People’s Education Committee.

1.7 If there are substantial changes to the Scheme it will be submitted to budget Council for approval.

1.8 The scheme as approved provides for the following:

(a) **Basic Allowance**

A Basic Allowance payable equally to each Member for the financial year 20~~16~~<sup>17</sup>/~~17~~<sup>18</sup> is ~~£10,010.47~~ £10,110.57. (This is paid on a monthly basis rather than as a lump sum).

(b) **Special Responsibility Allowance**

Local authorities may make provision within the scheme for the payment of Special Responsibility Allowance and, if so, include a list of posts and the amount of SRA payable. This allowance is paid in addition to the Basic Allowance to those Members considered to bear additional responsibilities. Holders who are entitled to SRA for the period they hold the post must fall into one or more of the following groups.

- \* Acting as leader or deputy leader of a political group within the authority;
- \* Presiding at meetings of a committee or a sub-committee of the authority, or a joint committee of the authority and one or more other authorities, or a sub-committee of such a joint committee;
- \* Representing the authority at meetings of, or arranged by, any other body;
- \* Membership of a committee or a sub-committee of the authority which meets with exceptional frequency or for exceptionally long periods;
- \* Acting as the spokesman of a political group on a committee or sub-committee of the authority;
- \* Such other activities in relation to the discharge of the authority's functions that require of the member an amount of time and effort equal to or greater than would be required by any one of the above activities.

Where an SRA is paid and Members of the authority are divided into at least two political groups, SRA will be paid to at least one Councillor who is not a member of the controlling group provided that Member has a special responsibility as defined above.

No Councillor may receive more than one SRA.

The list of Special Responsibility Allowances is set out in **Appendix A**.

Special Responsibility Allowance and Basic Allowance will be paid pro rata to Councillors whose term of office begins or ends part way through the financial year. Similarly, if the scheme is amended so as to affect entitlement, the Allowance will be paid pro rata.



(c) **Allowances for the Independent person, co-optees on the Standards Committee, Audit Committee, Children’s Services Scrutiny Committee and the Pension Board Independent Member**

**Independent and Co-opted members:**

An allowance per meeting is payable to the Independent person appointed under the Localism Act 2012 and to the co-optees on the Standards Committee, the Audit Committee and to the Children’s Services Scrutiny Committee and the Pension Board Independent Member. This is calculated on the number of meetings per year and at a standard rate as follows:

**Standards Committee**

Independent Person £117 per meeting

**Audit Committee and Children’s Services Scrutiny Committee**

Co-opted Members £117 per meeting

**Pension Board**

Independent Member £117 per meeting of the Pension Board and of the Pension Sub-Committee.

The Independent Person may also claim reasonable out of pocket expenses for tasks undertaken outside formal committee meetings. Any such claim shall be made to, and authorised by, the Director of Law and Governance.

(d) **Dependent Carers’ Allowance**

A Dependent Carers’ Allowance is payable to Councillors who, in order to undertake their duties as a Councillor, incur costs in arranging care for dependent relatives living with them. Dependent relatives are defined as children under the age of 15, elderly, disabled or invalid (temporarily or permanently) relatives who cannot be left alone. Payments will not normally be made to carers who are family members or persons resident at the Councillor’s home.

The Carers’ Allowance also includes costs associated with Councillors who themselves need the help of a carer in order for them to fulfil their duties as a Councillor.

The maximum rate for this allowance is £8.44 per hour to meet, or contribute towards the actual costs incurred in arranging care. The maximum period from which any one claim can be made is the duration of the meeting itself, plus £4.22 as a contribution towards travelling time to and from the meeting venue.

## **2. TRAVELLING AND SUBSISTENCE ALLOWANCES**

- 2.1 Travel expenses can be claimed to cover the cost of travelling to and from approved duties/conferences **outside** the borough (or within the borough in the case of non-councillor members of the Housing Scrutiny Committee). The amount claimed depends on the means of travel i.e.

Public transport - actual fare  
Own vehicle - schedule of rates set by Central Government

Subsistence allowance is a 'meals' allowance for approved duties lasting 4 or more hours, again payable by a schedule of rates set by Central Government. Copies of these rates are set out in **Appendix B**.

### **3. BROADBAND EXPENSES**

- 3.1 The Scheme provides for the payment of the one-off connection charge to Broadband plus the monthly broadband rental up to the value of £25 per month.

### **4. PAYMENTS FOR OTHER BODIES**

- 4.1 The Local Government Association have their own Members' Allowances Scheme payable to those Members' of Executive and Scrutiny bodies of the Association. The London Fire and Emergency Planning Authority also have their own separate scheme.

### **5. CLAIMING THE ALLOWANCES**

- 5.1 Basic and Special Responsibility Allowances are paid automatically, once bank details, National Insurance, date of birth and home address are forwarded to the Corporate Director of Finance and Resources; all others are claimed by means of the appropriate forms, samples of which are attached at **Appendix C**.
- 5.2 Payments via the payroll system are made on a regular monthly cycle direct to your bank or building society account with a payslip being sent to you at the same time. Travel and Subsistence (if taxable are paid through the payroll). Telephone and Dependent Carers' Allowances are paid through the payroll.
- 5.3 You should submit your claims for Travel, Subsistence and Dependent Carers' Allowance within **two** months of the duty undertaken. Broadband allowance payments need to be claimed either monthly or quarterly and should be accompanied by the relevant invoice.
- 5.4 Receipts **must** accompany all expenses claims.

### **6. RATES PAYABLE**

- 6.1 The rates for each allowance change from time to time, generally with effect from 1 April each year.

### **7. MATERNITY, PATERNITY AND SICKNESS PAY**

- 7.1 All Members shall continue to receive their Basic Allowance in full in the case of maternity, paternity and sickness leave.
- 7.2 Members entitled to a Special Responsibility Allowance shall continue to receive their allowance in the case of maternity, paternity and sickness leave in the same way that the Council's employees enjoy such benefits.

- 7.3 If a replacement to cover the period of absence is appointed by Council or the Leader of the Executive (or in the case of party group position, the party group) the replacement will be entitled to claim an SRA.

## 8. TAXATION

Basic, Special Responsibility, Dependent Carers' Allowances and telephone expenses are taxable and the Director of Finance and Resources will deduct and account for tax as directed by the Inspector of Taxes. Members will receive an annual certificate of tax deducted, at the end of each tax year, or on leaving office.

Business travel is not treated as earnings and is not taxable. Business travel means travel from place of work to place of work. For a councillor, place of work is defined as the Town Hall, any Council building, any place visited in your capacity as a councillor and your home, but **not** your place of normal paid employment.

## 9. NATIONAL INSURANCE CONTRIBUTIONS

Local authority councillors are elected office holders and they are treated as employed earners for benefit purposes. Members' Basic Allowance, Special Responsibilities Allowance and Dependent Carers Allowance are, accordingly, taxable under Schedule E and count as income liable for deduction of Class 1 national insurance contributions. Payment towards expenses actually incurred in carrying out employment, for example travelling expenses, do not count as income and do not give rise to a liability for class 1 NI contributions.

Class 1 national insurance contributions do not have to be paid if you are above state pension age. You can check your pension credit age at <https://www.gov.uk/state-pension-age>. If you are above state pension age, you will need to give your employer proof that you have reached pension age in order to avoid further national insurance contributions. Satisfactory proof includes: birth certificate, passport, driving licence or certificate of age exemption (available from HMRC). If you have more than one employer, you will need a certificate of age exemption for each.

Class 1 contributions are also not payable if your earnings from employment do not exceed the employee's earnings threshold. From April 2016~~7~~, that threshold is £15~~5~~~~7~~.

If, in addition to your office as an elected member, you do paid work for another employer, you will have to pay class 1 national insurance contributions in respect of each employment where the earnings exceed the earnings threshold.

If you are self-employed, you may have to pay self-employed national insurance rates. These rates are available at <https://www.gov.uk/self-employed-national-insurance-rates>.

Some married women or widows, who were eligible on or before 5 April 1977 to opt for paying a reduced rate of national insurance contribution, also do not have to pay the full rate of class 1 contributions. Many have lost their entitlement to a reduced rate of contributions because of changes in personal circumstances. If you are still paying reduced contributions, take advice. Your entitlement to benefits is affected by your rate of contribution and, if the reduced rate is being applied incorrectly, the Inland Revenue may ask you to make good any missing payments. You can apply to

revoke your reduced rate of contribution, but the government's proposal for a single tier retirement pension means you should take advice on transitional protection expected for women who have paid at a reduced rate.

## 10. BENEFITS AND TAX CREDITS

Most benefits have rules that give special treatment both to work carried out as an elected councillor and to the Members allowances received. These rules are intended to ensure that people claiming benefits are not discouraged from carrying out public duties.

Although local authority councillors are treated as employed earners for benefit purposes, any council business undertaken as a councillor does not attract the usual penalties associated with working while claiming out of work benefits. Your hours of work as a councillor will be ignored for income support, job seeker's allowance (JSA) and Employment & Support Allowance (ESA). However, if you do work as a Member for a minimum of 30 hours a week, are between 25 and 59 years of age and would be better off by claiming in-work benefits, you can choose to have your hours of work as a councillor taken into account in claiming working tax credit. People under 25, those over 60 and couples can also claim working tax credit, but hours of work are treated differently and some will face additional conditions about responsibility for a child or disability. This flexibility in choosing whether to claim out of work benefits or working tax credit can result in elected members facing complex decisions about how they will be better off. You may need help to decide what is best for you to claim, take advice.

At the moment, in Islington, Universal Credit is claimed by single job seekers only. No other dates have been announced for when couples and families will be able to claim Universal Credit, but it is expected that the full roll out of universal Credit will be complete by the end of 2020.

However, if a newly elected councillor receives Universal Credit, they should seek advice from the:

Income Maximisation Team on 0207 527 8600 who will be able to advise on how allowances and expenses are treated under Universal Credit rules.

Hours of work, as an elected councillor, can include all official council business, travel to and from home when engaged on council business, time spent at home reading and preparing for council meetings and work undertaken on behalf of constituents. Work does not include purely party political activities.

The special benefit rules applying to councillors provide significant advantages, but they can make it difficult to know if you are claiming the right benefits for your circumstances. The following brief summary is only a general guide to the main factors affecting benefits for elected Members. Advice should be sought in individual cases.

### **Members of working age who claim income-replacement benefits or tax credits**

If you are claiming income replacement benefits because you are out of work, your duties undertaken as a councillor are ignored, except for the purposes of statutory sick pay and industrial injuries scheme. You still have to meet all of the other

conditions of entitlement for each particular benefit – for example, if you claim Jobseeker's Allowance you still have to be available for work, actively looking for work and keeping to the terms of your claimant commitment.

Members' allowances still count as earnings, however, and the amount you are paid may affect means tested benefits, benefits based on your national insurance contributions and tax credits. Means tested benefits include: income support, income-based Employment and Support Allowance, income-based Jobseeker's Allowance, housing benefit and council tax support). National insurance benefits include: contribution-based Employment and Support Allowance, and contribution based Jobseeker's Allowance. Tax credits include both working tax credit and child tax credit. Some expenses arising from your council duties, unless reimbursed by the Council, can be used to reduce the income taken into account when calculating your means tested benefits or tax credits. Expenses offset against your Member's allowance must arise wholly and exclusively from your work as an elected Member.

### **Members over pension credit age**

Work as a councillor and the allowances paid to you will not affect your right to your own retirement pension, or the amount paid to you. It may, however, affect means tested benefits such as pension credit, housing benefit and council tax support. If you work for more than 16 hours a week as an elected Member, you may be able to claim working tax credit. Some expenses arising from your council duties, unless reimbursed by the Council, can be used to reduce the income taken into account when calculating your means tested benefits or tax credits. Expenses offset against your Member's allowance must arise wholly and exclusively from your work as an elected Member.

### **Members with a disability or caring responsibility**

Members who have a disability that affects their ability to carry out the usual tasks of personal self-care (such as washing, dressing, communicating or avoiding substantial danger) may be entitled to claim additional disability benefits. These benefits are personal independence payment (if under 65) and attendance allowance (65 and over). These benefits are not taxable and may mean that you will be entitled to more means' tested benefits or tax credits. If you have a need for care or assistance in the course of carrying out your duties as an elected member, this can be taken into account when your claim for either of these benefits is considered by the Department of Work and Pensions.

If you are caring for a severely disabled person for at least 35 hours a week and they receive Attendance Allowance or the middle or highest rate of the care component of DLA or the personal independence payment then you may be able to claim Carer's Allowance. You will not be entitled to Carer's Allowance if your earnings exceed £110 per week but this is after deducting any NI contributions, half of any pension contributions and work-related expenses not reimbursed by the Council.

### **Couples**

Married couples and couples in a Civil Partnership, as well as couples living together as wife and husband or as civil partners, have their joint incomes, including Members' allowances, taken into account in working out entitlement to means tested benefits and tax credits. Additionally, if you live as part of such a couple, and your

partner claims an additional amount of a contribution-based benefit for you as a dependent, then your Member's allowances may affect that additional payment.

### **Your Duty to Disclose**

It is a condition of most benefits that you disclose details of work and earnings, including Members' allowances. Failure to make an effective disclosure may result in an overpayment of benefit, a civil penalty (fine) or criminal proceedings.

You can elect not to be paid your Member's allowances, but the benefits authorities are likely to treat you as possessing "notional income" equivalent to the value of the allowances you are failing to claim. Even if you elect not to claim the Member's allowance(s), you are under a duty to disclose the details of the allowances you are choosing to forgo.

Civil penalties (fines of £50) can be applied if you are overpaid benefit because you make a "negligently" incorrect statement or fail to disclose a change of circumstances promptly. These fines reinforce the need for prompt and accurate disclosure to the benefits authorities. You have the right to appeal against a civil penalty. Take advice.

### **Earnings, benefits and expenses**

The basic Member's allowance and the special responsibility allowance are treated as earnings for benefits and tax credit purposes.

Travel, subsistence allowances, and reimbursement of expenses incurred wholly, exclusively and necessarily in the performance of Council duties are not earnings and are ignored in calculating the amount of benefit or tax credit to be paid.

The benefits system recognises that Members have to do a lot of work at home and that they may have additional expenses arising from the performance of their duties that are not reimbursed by the local authority. Any expenses arising wholly, exclusively and necessarily from performance of Council duties, which are not met by the Council, should be deducted from the Member allowances that count as earnings *before* entitlement to benefits or tax credits are worked out. Only the net figure, after the deduction of these expenses, is then treated as earnings to be taken into account for benefits and tax credits.

Examples of such work related expenses may include:

- \* Postage and stationery;
- \* Secretarial expenses;
- \* Clothing and footwear;
- \* Travelling costs to and from home, or other premises, on Council business;
- \* Subscriptions to trade unions or other political or professional bodies;
- \* Additional costs arising from use of the home as an office, for example, heating and lighting;

\* Telephone charges;

\* Internet use.

This list of work expenses is not exhaustive. You should keep a detailed record of your expenses and, where possible, retain any receipts or other proofs of expenditure. This is to ensure that you can demonstrate that you have not been overpaid benefit and have disclosed your expenses sufficiently accurately that you do not become liable for a civil penalty. Work related expenses can be averaged over a reasonable period to give you the level of weekly expenditure to be deducted from your Members allowance(s) before any impact on your benefit or tax credit income is calculated.

If you do not ask the benefits authority to review your benefit in the light of your expenses, you may be underpaid benefit.

Your earnings, after deduction of expenses, will be taken into account for most contribution based and means tested benefits. The rules applying to each benefit are too various to summarise here. Take advice on your individual circumstances.

### **Further advice**

The income maximisation service offers confidential benefit advice to Members on the way in which Member's allowances may affect their rights and duties under the benefit regulations. Contact their advice line on 020 7527 8600 or Eileen Broderick on [eileen.broderick@islington.gov.uk](mailto:eileen.broderick@islington.gov.uk) or 020 7527 8892.

Alternatively, you may wish to contact an organisation outside the authority. Look up "Advice" in Yellow Pages.

## **11. AUDIT**

All claims will be subject to review by Internal Audit and by the District Auditor.

## **12. GENERAL**

A statutory register of all allowances paid to Members is open to inspection by any elector resident in the area. The Council are required to publish details of the Members' Allowances Scheme and of total payments made to each Member annually. This is done by means of an advertisement in the local newspaper.

This is a general and by no means exhaustive statement of the law on these matters.

For any advice in relation to the Scheme please contact:

Philippa Green, [Democratic Services](#) ~~Executive Manager~~ 020 7527 3184  
[Zoe Henney](#) ~~Alan Forino~~, Finance 0207 527 [3751](#) ~~3413~~  
Geeta Degnarain, Payroll Manager 020 7527 2160  
Eileen Broderick, Income Maximisation Service 0207 527 8892

## APPENDIX A

### SPECIAL RESPONSIBILITY ALLOWANCES 2016/17/18

The SRA figures will come into effect on 1 April 2016

<u>Band 4</u>	<u>Amount £</u>
Leader of the Council – Councillor Richard Watts	<del>37,676</del> <u>38,053</u>
<u>Band 3</u>	
Executive Members	
Councillor Janet Burgess	<del>29,418</del> <u>29,712</u>
Councillor Joe Caluori	<del>29,418</del> <u>29,712</u>
Councillor Kaya Comer-Schwartz	<del>29,418</del> <u>29,712</u>
Councillor Andy Hull	<del>29,418</del> <u>29,712</u>
Councillor Asima Shaikh	<del>29,418</del> <u>29,712</u>
Councillor Diarmaid Ward	<del>29,418</del> <u>29,712</u>
Councillor Claudia Webbe	<del>29,418</del> <u>29,712</u>
<u>Band 2</u>	
Chair of Policy and Performance Scrutiny Committee Councillor Richard Greening	<del>11,871</del> <u>11,990</u>
Chief Whip: Councillor <del>Alice Perry</del> <u>Satnam Gill</u>	<del>5,164</del> <u>5,213</u>
<u>Band 1(a)</u>	
Chairs of Scrutiny Committees	
Councillor Theresa Debono	<del>5,164</del> <u>5,213</u>
Councillor <del>James Court</del> <u>Rowena Champion</u>	<del>5,164</del> <u>5,213</u>
Councillor Martin Klute	<del>5,164</del> <u>5,213</u>
Councillor Mick O’Sullivan	<del>5,164</del> <u>5,213</u>
<u>Band 1</u>	
Chair of Audit Committee: Councillor <del>Satnam Gill</del> <u>Kat Fletcher</u>	<del>3,097</del> <u>3,128</u>
Chair of Licensing Committee: Councillor Flora Williamson	<del>3,097</del> <u>3,128</u>
Chair of Planning Committee: Councillor Robert Khan	<del>3,097</del> <u>3,128</u>
Chair of Planning Sub Committee A: Councillor Martin Klute	<del>3,097</del> <u>3,128</u> *
Chair of Planning Sub Committee B: Councillor Alice Donovan	<del>3,097</del> <u>3,128</u>
Mayor	
Councillor <del>Kat Fletcher</del> <u>Una O’Halloran</u>	<del>6,323</del> <u>6,386</u>
Deputy Mayor	
Councillor <del>Una O’Halloran</del> <u>David Poyser</u>	<del>129</del> <u>130</u>
Member of the Adoption and Fostering Panels	
Councillor <del>Jilani Chowdhury</del> <u>Paul Convery</u>	<del>6,193</del> <u>6,255</u>

\* Councillors are only entitled to claim one Special Responsibility Allowance. Any allowances marked with an asterisk above are therefore unclaimed.



### Part 3 – Responsibility for Functions

#### **4.4 FINANCE AND PROPERTY**

- (a) Within the overall budgetary framework set by the Council and subject to the Council's financial regulations, to take decisions on all matters relating to the Council's finances including (but not limited to) the following:
  - (i) budgetary control;
  - (ii) allocations of both capital and revenue expenditure to and between all services;
  - (iii) significant changes to insurance arrangements;
  - (iv) the Council's borrowing and investment policy (for recommendation to Council);
  - (v) budget revisions;
  - (vi) allocation of capital and revenue contingency;
  - (vii) payment of the Government's sales levy imposed under the Housing and Planning Act 2016.
- (b) Responsibility for the Council's response and action in respect of external audit reports.
- (c) Receiving the annual external audit management letter.
- (d) To approve any major restructures of service.
- (e) To authorise the settlement of any legal proceedings to which the Council is party where such settlement involves the payment of £500,000 or more.
- (f) Monitoring:
  - (i) the Council's property strategy and programme;
  - (ii) action taken by directors under delegated authority in respect of property matters;
  - (iii) work undertaken by Property Services, including the property, review programme of work, the performance of the commercial portfolio and best value performance indicators and targets.
- (g) To receive reports from all departments relating to profiled budget showing actual and accrued expenditure and to examine reasons for under/over achievement.
- (h) Reviewing the adequacy of the Council's internal control systems.
- (i) Receiving reports on serious breaches of Financial Regulations.
- (j) Decisions on acquisitions and disposals of interests in land except:

- (i) disposals of void council owned homes where the best consideration reasonably obtainable is £3 million or less;
- (ii) disposals of other property where the best consideration reasonably obtainable is £1.5 million or less;
- (ii) grant of leases for 20 years or less where the annual rent is the best consideration reasonably obtainable and does not exceed £250,000;
- (iii) acquisitions of interests of 20 years or less where the consideration is £1m or less;
- (iv) disposals of interests at less than the best consideration reasonably obtainable for six months or less;
- (v) disposals where the Executive has already agreed in principle that the land and/or building is surplus to requirements and may be disposed of.
- (vi) the acquisition of the leasehold interest in former council owned homes sold under the RTB to facilitate approved redevelopment schemes
- (vii) [grant of a lease of 125 years at a peppercorn rent to an academy trust following the making of an academy order in respect of a maintained school.](#)

### **Part 3 – Responsibility for Functions**

## **8. OFFICER DELEGATIONS**

- 8.1 All matters not reserved to a decision-making body or individual above or by Financial Regulations, are deemed to be delegated to the Chief Executive or relevant Corporate Director and notwithstanding the reservations of matters, such bodies shall be entitled to delegate decisions to Directors or the Chief Executive on a case by case basis unless prohibited by legislation from doing so.
- 8.2 The relevant Corporate Director may be determined as follows:
- (a) all matters within the Environment and Regeneration Department (including all functions under the Licensing Act 2003 and the Gambling Act 2005 not within the terms of reference of sub-committees of the Licensing Committee or reserved to the Council at Part 3 Section 6 of the Constitution, other than the fixing of fees under the Gambling Act 2005.) to the Corporate Director of Environment and Regeneration;
  - (b) all matters within the Children’s Department, to the Corporate Director of Children’s Services;
  - (c) all matters within the Housing and Adult Social Services Department, to the Corporate Director of Housing and Adult Social Services;
  - (d) all matters within the Department of Resources to the Director of Finance and Resources;
  - (e) all matters within the Public Health Department, to the Director of Public Health;

save that each Corporate Director may have responsibility for other corporate matters from time to time.

- 8.4 The Chief Executive shall have all the powers delegated to the other [Corporate Directors](#) and shall be able to exercise those powers in the place of that director. Further, in the event of any dispute or doubt as to the delegated powers of any director, the Chief Executive shall have the authority to determine which director is to exercise that power.
- 8.5 The Chief Executive shall have the authority, during the period between the election and the Annual Meeting of the Council, in consultation with the Mayor, to appoint the number of members necessary to make the membership of the Licensing Committee up to 10.
- 8.6 The Chief Executive may from time to time designate a deputy from amongst the Corporate Directors, who shall have all the powers of the Chief Executive during periods when she is absent on leave, and shall inform the Monitoring Officer whenever a deputy is so designated.
- 8.7 The Chief Executive, Corporate Directors shall have authority to incur revenue expenditure up to £500,000 on individual items and capital expenditure of up to £1 million on individual items and to incur expenditure in excess of these limits where specifically authorised to do so in the Financial Regulations or elsewhere in the Constitution.
- 8.8 The Chief Executive, Corporate Directors shall also have authority to award contracts where the value of the contract is up to £2 million revenue expenditure or £5 million capital expenditure and in the case of capital spend approved as part of the capital programme to award or vary contracts under a framework agreement (itself established by the council on its own or in partnership with any other organisation) where the estimated value of the contract or variation is more than £5m.
- 8.9 Notwithstanding anything in this Constitution, the Chief Executive, Corporate Directors shall be authorised to take decisions where the matter is urgent unless this is prohibited by law. In such cases, the Corporate Director wishing to take such action or the Chief Executive (as the case may be) shall notify the Leader of the Council, the Executive Member with portfolio responsibility for the matter to which the decision relates and the Leader of the Opposition of any such action.
- 8.10 If the decision taken under paragraph 8.8 above concerns an executive function the exercise of authority under this provision shall be reported to the next available meeting of the Executive and where the decision is a key decision which has not been included in the Forward Plan, the provisions of paragraph 92 and 93 of the Access to Information Procedure Rules shall apply.
- 8.11 For the purposes of paragraph 8.8 above, a matter is urgent if, in the reasonable opinion of the proposed decision taker, to delay the decision relating to it would seriously prejudice the interest of the Council or of the public and it is not practicable to convene a quorate meeting of the relevant decision making body in sufficient time to take the decision.
- 8.12 Delegations to officers below Corporate Director level are contained in Appendix 3. Where those powers may only be exercised with the authorisation of the relevant Corporate Director, the Corporate Director shall provide to the Monitoring Officer a list

of the general authorisations they have given and of any specific authorisations and the Monitoring Officer shall cause these lists to be made publicly available. Corporate Directors are responsible for updating the Monitoring Officer promptly of any changes in their authorisations. In all cases the Corporate Director will be able to exercise the powers delegated to officers within his or her department.

8.13 The Chief Executive shall have authority to delegate to her Heads of Service all matters within the Chief Executive's Department in accordance with Appendix 3. Where those powers may only be exercised with her authorisation as Chief Executive, the Monitoring Officer will retain a list of the general (and any specific) authorisations they have been given and shall cause these lists to be made publically available. The Chief Executive will be able to exercise the powers delegated to officers within her department.

8.13 Corporate Directors may designate a deputy from amongst the Service Directors in their department who shall have all the powers of the Corporate Director or in their absence which do not relate just to a specific service. Corporate Directors shall be responsible for informing the Monitoring Officer of their designated deputy from time to time.

8.14 A list of designated proper officers for the purposes of legislation is contained in Appendix 4. Proper Officers may also be designated in accordance with Appendix 3 1.1 (iii).

**Appendix 2 – Executive and Non-Executive Functions**

**(i) FUNCTIONS WHICH CANNOT BE EXERCISED BY THE EXECUTIVE**

<p><b>B. Licensing and registration functions (in so far as not covered by any other paragraph of this Schedule)</b></p>		<p>Except where specified all of the functions listed under this section B will be exercised by the Corporate Director of Environment and Regeneration or an officer within the Corporate Director’s department to whom the function has been delegated under Part 3 UNLESS the function has been reserved to the Licensing Committee or its sub-committees or of the Licensing Regulatory Committee or is required to be undertaken by the Corporate Director of Children Services or are required to be determined by the Council itself</p>
<p><b>14A.</b> Any function of a licensing authority</p>	<p>Licensing Act 2003(c.17) and any regulations or orders made under the Act</p>	
<p><b>14AZA</b> Powers and functions relating to late night levy requirements</p>	<p>Chapter 2 of Part 2 of the Police Reform and Social Responsibility Act 2011 (c.13) and any regulations made under that Chapter</p>	
<p><a href="#"><u>14AA</u></a> <a href="#"><u>Duty to comply with requirement to provide information to the Gambling Commission</u></a></p>	<p><a href="#"><u>Section 29 of the Gambling Act 2005</u></a></p>	
<p><a href="#"><u>14AB</u></a> <a href="#"><u>Functions relating to exchange of information</u></a></p>	<p><a href="#"><u>Section 30 of the 2005 Act</u></a></p>	
<p><a href="#"><u>14AC</u></a> <a href="#"><u>Functions relating to occasional use notices</u></a></p>	<p><a href="#"><u>Section 39 of the 2005 Act</u></a></p>	
<p><b>14B</b> Power to resolve not to issue a casino premises licence</p>	<p>Section 166 of the Gambling Act 2005</p>	

<a href="#"><u>14C</u></a> Power to designate officer of a licensing authority as an authorised person for a purpose relating to premises	<a href="#"><u>Section 304 of the 2005 Act</u></a>	
<a href="#"><u>14CA</u></a> Power to make order disapplying section 279 or 282(1) of the 2005 Act in relation to specified premises	<a href="#"><u>Section 284 of the 2005 Act</u></a>	
<a href="#"><u>14D</u></a> Power to institute criminal proceedings	<a href="#"><u>Section 284 of the 2005 Act</u></a>	
<a href="#"><u>14E</u></a> Power to exchange information	<a href="#"><u>Section 350 of the 2005 Act</u></a>	
<a href="#"><u>14F</u></a> Functions relating to the determination of fees for premises licenses	<a href="#"><u>The Gambling (Premises Licence Fees) (England and Wales) Regulations 2007</u></a>	
<a href="#"><u>14G</u></a> Functions relating to the registration and regulation of small society lotteries.	<a href="#"><u>Part 5 of Schedule 11 to the 2005 Act</u></a>	
<b>15.</b> Power to license sex shops and sex cinemas.	The Local Government (Miscellaneous Provisions) Act 1982, section 2 and Schedule 3.	

### **Appendix 3 – Additional Delegations to Officers**

1. Service Directors, Heads of Service and Service Managers have delegated to them the powers specified in this Table (subject to the same restrictions as would apply to ~~their~~ a Corporate Director to the extent that the [Chief Executive or](#) relevant Corporate Director has authorised them to exercise those powers, either specifically or generally.

<b>1 Service Directors and Heads of Services</b> (if authorised by their Corporate Director)
<p>All the powers of their Corporate Director in so far as they relate to the service for which they are responsible, save in so far as that is inconsistent with any other part of the Constitution or is specifically excluded below and subject to the following additional restrictions in respect of the specified powers:</p> <p>(i) To exercise discretion in writing off or remitting in whole or in part debts due to the Council not exceeding £10,000 in value and in the case of Service Directors in the Resources Department, not exceeding £50,000 in value.</p> <p>(ii) To establish or re-organise the staffing structure of their department or service and to appoint, discipline and dismiss staff save that all new posts and any reorganisations affecting more than 5 posts must be approved by the relevant Corporate Director.</p> <p>and in particular to exercise the power of the Council to appoint appropriate members of their staff as proper officer for any purpose in relation to any statutory function for which their service is responsible or to revoke such appointment.</p>
<b>2 Service Managers</b> (if authorised by their Corporate Director)
<p>All the powers of their Service Director or Head of Services in so far as they relate to the service for which they are responsible, save in so far as that is inconsistent with any other part of the Constitution or is specifically excluded below and subject to following additional restrictions in respect of the specified powers:</p> <p>(i) To dispose of assets which are not land or buildings - up to the value of £1,000 and subject to obtaining the written approval of their Service Director or Head of Service if the disposal is to a member of staff.</p> <p>(ii) To sign contracts on behalf of the Council – provided the value does not exceed £299,999.</p> <p>(iii) The following powers may not be exercised by Service Managers:</p> <ul style="list-style-type: none"><li>• To exercise discretion in writing off or remitting in whole or in part debts due to the Council (save that Service Managers in the Finance departments may exercise discretion in writing off or remitting in whole or in part debts due to the Council not exceeding £10,000 in value);</li><li>• To agree acting up or honorarium payments;</li><li>• To implement the council's job share scheme;</li></ul>

- To approve special leave, relocation expenses, free zone 1 and 2 travel cards, welfare loans or training and qualification loans, extensions of the sickness payment, compensation for redundancy or efficiency.

### **3 Heads of Service (if authorised by the Chief Executive)**

All the powers of the Chief Executive in so far as they relate to the service for which they are responsible, save in so far as that is inconsistent with any other part of the Constitution or is specifically excluded below and subject to the following additional restrictions in respect of the specified powers:

(i) To exercise discretion in writing off or remitting in whole or in part debts due to the Council not exceeding £10,000 in value and in the case of Service Directors in the Resources Department, not exceeding £50,000 in value.

(ii) To establish or re-organise the staffing structure of their department or service and to appoint, discipline and dismiss staff save that all new posts and any reorganisations affecting more than 5 posts must be approved by the Chief Executive.

and in particular to exercise the power of the Council to appoint appropriate members of their staff as proper officer for any purpose in relation to any statutory function for which their service is responsible or to revoke such appointment.

## **Appendix 3 – Additional Delegations to Officers**

### **ENFORCEMENT AND LICENSING FUNCTIONS**

The post holders specified in column B below may exercise the Council's enforcement and licensing functions and powers (other than those specifically reserved to another person or body in the Constitution) falling within the area of responsibility of the team specified in column A if authorised by the Service Director – Public Protection in relation to specified legislation to do so.

A list of all such authorisations in respect of the following teams to be maintained by the Service Director – Public protection and notified to the Proper Officer.

<b>A – Specified team</b>	<b>B – Specified post-holders</b>
Trading Standards	<ul style="list-style-type: none"> <li>• Trading Standards Officer</li> <li>• Principal Trading Standards Officer</li> <li>• Consumer Services Officer</li> <li>• Senior / Principal Consumer Services Officer</li> </ul>
Environmental Health	<ul style="list-style-type: none"> <li>• Environmental Health Officer</li> <li>• Senior Environmental Health Officer</li> <li>• Principal Environmental Health Officer</li> <li>• Grants Team Manager</li> <li>• Grants Officer</li> <li>• Technical Officer</li> <li>• Senior Technical Officer</li> </ul>



	<ul style="list-style-type: none"> <li>• Principal Technical Officer</li> <li>• Noise Patrol Officer</li> <li>• Acoustics Officer</li> <li>• Pollution Officer</li> <li>• Pest and Animal Welfare Officer</li> <li>• Pest and Animal Welfare Manager</li> </ul>
Street Trading	<ul style="list-style-type: none"> <li>• Street Trading Officer</li> <li>• Street Trading Manager</li> </ul>
Licensing	<ul style="list-style-type: none"> <li>• Licensing Officer</li> <li>• Licensing Manager</li> </ul>

~~The post holders specified in column B below may exercise the Council's power to issue Community Protection Notices and serve Fixed Penalty Notices where a person has failed to comply with a Community Protection Notice under the Anti-social Behaviour, Crime and Policing Act 2014 if authorised by the Service Director — Public Protection to do so:-~~

<del>A — Specified team</del>	<del>B — Specified post-holders</del>
<del><b>Greenspace:</b></del>	<del>Parks Operations Manager Area Parks Manager Area Parks Manager Area Parks Manager Parks &amp; Open Spaces Manager</del>
<del><b>Public Protection:</b></del>	<del>Out of hours ASB Team Manager ASB Team Leader ASB Officer Noise Patrol Saturday Officer Noise Patrol sessional Officer ASB sessional Officer Street Management Officer Senior Animal Welfare Officer Animal Welfare Assistant Pollution Officers Air Quality Officer Construction Impacts Monitoring Officer Acoustics Officer Noise Officer (licensing) Daytime Response and Patrol Manager Senior Street Management Officer Daytime Response and Patrol officer ASB Process Officer Out of Hours Response and Patrol Team Manager Out of Hours Response and Patrol Officer ASB Response and Patrol Officer (Sessional) Compliance Team Manager Senior Compliance Officer Senior Street Trading Officer Shop Front Officer Street Trading Officer Compliance Officer Environmental Pollution Policy &amp; Projects</del>

	<del>           Manager            Environmental Projects Officer            Senior Animal Welfare and Pest Control Officer            Food Safety Officer            Senior Food Safety Officer            Environmental Health Manager            Service Manager (Environmental Health)            Environmental Health Graduate            Operations Manager (Environmental Health)         </del>
<b>Community Safety</b>	<del>MAGPI Neighbourhood Officer</del>

~~The post holders specified in column B below may exercise the Council's power to issue Community Protection Notices under the Anti-social Behaviour, Crime and Policing Act 2014 if authorised by the Service Director – Housing Operations to do so:-~~

<del><b>A</b> – Specified team</del>	<del><b>B</b> – Specified post-holders</del>
<del>Tenancy Management Advisers</del>	<del>Housing Operations.</del>

### **Appendix 6 – Definitions**

- **Head of Service** means an officer responsible for a service reporting to [the Chief Executive or](#) a Corporate Director who is designated a Head of Service.



# ISLINGTON

## COUNCIL MEETING – 29 JUNE 2017

<b>REPORT OF THE CHIEF WHIP</b>
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### COMMITTEE APPOINTMENT:

#### 1. APPOINTMENT TO THE HOUSING SCRUTINY COMMITTEE

- a) That Dean Donaghey is appointed as a resident observer to the Housing Scrutiny Committee with immediate effect.

**Recommendation:**

- a) To agree that Dean Donaghey is appointed as a resident observer to the Housing Scrutiny Committee for the remainder of the municipal year 2017/18 or until a successor is appointed.

### APPOINTMENT TO OUTSIDE BODY:

#### 2. APPOINTMENT TO THE DAME ALICE OWEN FOUNDATION

- a) That Mark Taylor, Director of Learning and Schools, is standing down from the Dame Alice Owen Foundation and that Andrea Stark, Director of Employment, Skills and Culture, is appointed as his replacement with immediate effect.

**Recommendation:**

- a) To agree that Andrea Stark, Director of Employment, Skills and Culture, is appointed to the Dame Alice Owen Foundation until the end of the municipal year 2018/19 or until a successor is appointed.

**COUNCILLOR SATNAM GILL**  
Chief Whip

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## COUNCIL MEETING – 29 JUNE 2017

### NOTICES OF MOTION

#### **Motion 1: Protecting Islington Schools Funding**

Moved by Cllr Joe Caluori

Seconded by Cllr Theresa Debono

The Council notes –

- That the Government is subjecting schools in Islington to the first real terms cut in schools budgets for over two decades, the steepest since the 1970s, and that schools in Islington are facing huge cost pressures.

The Council further notes –

- The role that head teachers, parent representatives, the community and trade unions have played in improving Islington's schools;
- That Islington now ranks in the top 20 in the country for the academic progress made by pupils between the end of primary school and their GCSE results, up from ranking in the bottom 20 local authorities for its GCSE results in 2008;
- That Islington's primary schools are in the top 10 in the country for helping children from poorer backgrounds achieve good results;
- The Council's ongoing support for the anti-schools cuts campaign, including the Leader of the Council speaking at multiple debates across the borough.

Every child has the right to reach their full potential. Schools must have the funding they need to continue to deliver an excellent education for all, but successive cuts to schools' budget and the Government's planned changes to how they fund schools make this more difficult to achieve.

Under the proposed National Funding Formula, funding per pupil to schools in Islington North is projected to fall by £603 between 2015 and 2019, and £583 per pupil for schools in Islington South. Islington could lose 400 teachers, based on the average teacher's salary of £37,250, by 2020. There are no guarantees about funding arrangements or how much Islington schools could lose out by beyond 2019-20.

The 2015 Conservative Party manifesto pledged that per-pupil schools funding would be protected but this promise has been broken. Spending on English schools overall is increasing but per-pupil funding is set to fall in real terms.

The National Funding Formula represents only 10 per cent of potential cuts to Islington schools. The real squeeze will come from other Government changes, such as pensions and National Insurance contributions and the apprenticeship levy.

Schools are already struggling to plug the gaps in funding. Further cuts to the schools budget and the new National Funding Formula would further exacerbate the problem.

The Council resolves –

- To continue to make representations to ensure Islington schools get a fair deal from the National Funding Formula;
- To work with its two MPs, head teachers, parent representatives and trade unions to make the case that Islington schools should receive adequate funding;
- For the Leader of the Council and the Executive Member for Children, Young People and Families to write to the Prime Minister and Secretary of State for Education, calling for Islington schools to receive sufficient funding and a fairer deal from the proposed National Funding Formula.

### **Motion 2: Protecting EU nationals in Islington**

Moved by Cllr Troy Gallagher

Seconded by Cllr Kaya Comer-Schwartz

Islington is proud to be a multi-cultural and welcoming borough that is home to people from all over the world. The Council is therefore very concerned that, since the UK voted to leave the EU, the Government has repeatedly refused to guarantee the rights of EU nationals living in the UK, including the tens of thousands of EU nationals in Islington.

The Council recognises the outstanding contribution of the EU nationals living in Islington. They are our friends, family, neighbours and colleagues, and they make a vital contribution to our public services.

Already, we are seeing the effects of the Government's failure to give EU nationals assurances about their future. Research from the Nursing and Midwifery Council shows that the number of nurses from the EU registering to work in the UK has dropped by 96% less than a year after the UK voted to leave the EU. Action is needed to avoid further losses of EU nursing staff and the impact this would have on our health services.

This continued uncertainty by the Government and the unnecessary difficulty in applying for UK citizenship are making many of our residents feel unwelcome in the borough which they call home.

The Council resolves –

- To continue to make representations to urge Government to stop playing politics with the lives of EU citizens currently living in the UK by immediately guaranteeing their right to continue residing here;
- To continue to work with partners and the voluntary and community sectors to co-ordinate practical support for EU nationals who want to remain in Islington.

### **Motion 3: Condemning Anti-Semitism**

Moved by Cllr Kaya Comer-Schwartz  
Seconded by Cllr Alice Perry

Islington Council has a strong tradition of celebrating diversity and championing equality. Islington is proudly multicultural and all forms of racial prejudice have no place in the borough.

Islington Council welcomes the government decision, with the full support of the Labour Party, to sign-up to the International Holocaust Remembrance Alliance definition of anti-Semitism, that:

“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

This motion resolves:

- That the Council adopts this working definition and continues the work to make Islington a welcoming and tolerant place to all communities;
- That the Council thoroughly applies this working definition to the Council’s operations.

### **Motion 4: Fire Safety in Islington**

Moved by Cllr Caroline Russell

This Council sends condolences to everyone involved in the terrible fire at Grenfell Tower.

This Council notes -

- Islington is home to a number of high rise towers;
- That many Islington residents will have watched the tragedy with alarm and concern;
- That the council has taken swift action to assess fire safety across the borough.

This Council resolves -

- To make public all existing fire safety risk assessments of high rise towers in Islington;
- To reassure residents in Islington about fire safety and work with local residents to hear and address any concerns;
- To assist London level efforts to support the victims of the Grenfell Tower.

**Motion 5: Finsbury Park Terrorist Attack –  
Standing shoulder to shoulder as one community**

Moved by Cllr Asima Shaikh  
Seconded by Cllr Andy Hull

This Council notes with great sadness the terrorist attack on members of Islington's Muslim community in the early hours of Monday 19th June 2017 in Finsbury Park, which has sadly taken the life of one resident and injured 11 more.

The response from the local community has been incredible; from the Muslim residents restraining the alleged perpetrator until the police arrived to arrest him, to the fundraising for victims and their families by Finsbury Park Mosque, to Muslim Welfare House going ahead with its communal Iftar dinner in defiance of an attack yards from its door that sought to intimidate its congregation. Their actions and those of many others demonstrate that our diverse, multi-cultural community will not be divided.

This Council further notes -

- the instant response of police who were on the scene within 1 minute, and established a cordon within 10 minutes, the response of the ambulance service, who sent over 60 medics to the scene, and that of the fire brigade who also attended rapidly and in large numbers;
- the moving vigil organised by Islington Faiths Forum and others, which saw people from across London coming to pay their respects and show solidarity;
- that the council quickly established a nearby rest centre for those affected and engaged its Emergency Response procedures, which included Council staff who had recently returned from supporting the response to the Grenfell Tower fire in west London.

This Council believes that Islington's strength comes from its diversity, openness and unity. We are one community that stands shoulder to shoulder with each other against any terrorists who seek to divide us.

This Council resolves to -

- Continue to support those affected by this terrorist atrocity in any way that we can;
- To work with the local community, faith leaders and the police to combat terrorism and hate crime in all its forms;
- To continue to work closely with local mosques, other faith groups, and the police, to assess security issues in the borough and to provide assistance and support where necessary;
- To condemn anyone who seeks to sow hatred in our community and our country either through their words or by their actions.