



Governance and Human Resources
Town Hall, Upper Street, London, N1 2UD

AGENDA FOR THE POLICY AND PERFORMANCE SCRUTINY COMMITTEE

Members of the Policy and Performance Scrutiny Committee are summoned to the meeting which will be held in on, **8 December 2014 at 7.30 pm.**

John Lynch
Head of Democratic Services

Enquiries to : Peter Moore
Tel : 020 7527 3252
E-mail : democracy@islington.gov.uk
Despatched : 28 November 2014

Membership

Councillors:

Councillor Troy Gallagher (Chair)	Councillor Una O'Halloran
Councillor Asima Shaikh (Vice-Chair)	Councillor Olly Parker
Councillor Gary Doolan	Councillor Caroline Russell
Councillor Michael O'Sullivan	Councillor James Court
Councillor Martin Klute	Councillor Satnam Gill
Councillor Kaya Comer-Schwartz	Councillor Jenny Kay
Councillor Osh Gantly	

Substitutes:

Councillor Alice Perry	Councillor Jilani Chowdhury
Councillor Alex Diner	Councillor Richard Greening
Councillor Gary Heather	Councillor Robert Khan
Councillor Raphael Andrews	Councillor Nick Wayne
Councillor Paul Smith	Councillor Flora Williamson
Councillor Clare Jeapes	Councillor Mouna Hamitouche MBE

Quorum: 4 Councillors

A.	FORMAL MATTERS	Page
1.	Apologies for Absence	
2.	Declaration of Substitute Members	
3.	Declarations of Interest	

Declarations of interest

If you have a **Disclosable Pecuniary Interest*** in an item of business:

- if it is not yet on the council's register, you **must** declare both the existence and details of it at the start of the meeting or when it becomes apparent;
- you may **choose** to declare a Disclosable Pecuniary Interest that is already in the register in the interests of openness and transparency.

In both the above cases, you **must** leave the room without participating in discussion of the item.

If you have a **personal** interest in an item of business **and** you intend to speak or vote on the item you **must** declare both the existence and details of it at the start of the meeting or when it becomes apparent but you **may** participate in the discussion and vote on the item.

***(a) Employment, etc** - Any employment, office, trade, profession or vocation carried on for profit or gain.

(b) Sponsorship - 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) Contracts - 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) Land - Any beneficial interest in land which is within the council's area.

(e) Licences- Any licence to occupy land in the council's area for a month or longer.

(f) Corporate tenancies - 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.

4.	To approve minutes of previous meeting	1 - 4
5.	Matters Arising from the minutes	
6.	Chair's Report	
7.	PUBLIC QUESTIONS	

B.	ITEMS FOR CALL IN - IF ANY	Page
-----------	-----------------------------------	-------------

C.	SCRUTINY AND MONITORING REPORTS	Page
-----------	--	-------------

8.	Report of Executive Member Finance and Performance - to follow	
9.	Financial Monitoring	5 - 14
10.	Performance Report Quarter 2 - to follow	
11.	HR Update - Use of Agency staff	15 - 24
12.	Termination Payments	25 - 34
D.	DISCUSSION ITEMS - IF ANY	Page
E.	REPORT OF REVIEW CHAIRS	Page
F.	MONITORING RECOMMENDATIONS OF SCRUTINY COMMITTEES, TIMETABLE FOR TOPICS, WORK PROGRAMME AND FORWARD PLAN	Page
G.	URGENT NON EXEMPT MATTERS	
	<u>Any non-exempt items which the chair agrees should be considered urgently by reason of special circumstances. The reason for urgency will be agreed by the Chair and recorded in the minutes.</u>	
H.	EXCLUSION OF PUBLIC AND PRESS	
	<u>To consider whether, in view of the nature of the business in the remaining items on the agenda any of them are likely to involve the disclosure of exempt or confidential information within the terms of the access to information procedure rules in the constitution and if so, whether to exclude the press and public during discussion thereof.</u>	
I.	CONFIDENTIAL ITEMS FOR CALL IN - IF ANY	Page
J.	EXEMPT ITEMS	
	<u>The Public may be excluded from meetings whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that exempt information would be disclosed.</u>	
13.	Termination Payments to follow	
K.	OTHER BUSINESS	Page

The next meeting of the Policy and Performance Scrutiny Committee will be on 6 January 2015
Please note all committee agendas, reports and minutes are available on the council's website:

www.democracy.islington.gov.uk

Agenda Item 4

London Borough of Islington

Policy and Performance Scrutiny Committee - 20 November 2014

Non-confidential minutes of the meeting of the Policy and Performance Scrutiny Committee held at Town Hall Upper Street London N1 2UD on 20 November 2014 at 7.30 pm.

Present: **Councillors:** Gallagher (Chair), Shaikh (Vice-Chair), Doolan, O'Sullivan, Gantly, O'Halloran, Parker, Russell, Gill and Kay

Councillor Troy Gallagher in the Chair

- 37 **APOLOGIES FOR ABSENCE (Item 1)**
Councillor Court and Councillor O'Sullivan for lateness
- 38 **DECLARATION OF SUBSTITUTE MEMBERS (Item 2)**
None
- 39 **DECLARATIONS OF INTEREST (Item 3)**
None
- 40 **TO APPROVE MINUTES OF PREVIOUS MEETING - TO FOLLOW (Item 4)**
RESOLVED:
That the minutes of the meeting held on 10 November 2014 be confirmed and the Chair be authorised to sign them
- 41 **MATTERS ARISING FROM THE MINUTES (Item 5)**
None
- 42 **CHAIR'S REPORT (Item 6)**
None
- 43 **PUBLIC QUESTIONS (Item 7)**
The Chair outlined the procedure for Public questions and filming at meetings
- 44 **INCOME GENERATION SCRUTINY REVIEW WITNESS EVIDENCE - VERBAL (Item 8)**
Kevin O'Leary, Director of Environment and Regeneration was present at the meeting.

There were also three witnesses who gave evidence to the Committee as follows –

- Jonathan Flowers- Local Government Market Director, Capita PLC and Director, Veredus

A copy of the presentation was laid round (copy interleaved) and following the presentation the following main points were made –

- Middlesbrough had carried out a lot of work on income generation and this should be investigated

Policy and Performance Scrutiny Committee - 20 November 2014

- Capita were currently working with L.B.Barnet in relation to a number of services including offering a more extensive range of pest control services – Capita provided the investment and had a 51% share in the joint venture
- Reference was made to land sales and that the policy of 80% commercial rents in Barnet and the selling off of land did not conform to the policies adopted in Islington
- It was stated that there was office accommodation that could be used in Islington to gain income and create employment
- Jonathan Flowers stated that individual authorities needed to look at how they approached income generation as each authority would be different
- Jonathan Flowers expressed the view that any Trading Company established should be an 'arms length' company
- In response to a question Jonathan Flowers stated that in his view the partnership with Barnet was going well and their link with Staffordshire County Council on the schools service had been successful
- In response to a question about Governance arrangements it was stated that work had been done on this by Essex County Council
- There was a need for Councils to consider whether they wanted to compete in providing services that were already provided by local businesses
- A Member referred to a previous joint venture undertaken by the Council that had not made a profit and had not been successful. Islington wished to bring services back 'in house' where possible and that Barnet was not a good comparator
- The shift towards commercialism would mean a shift in the attitude of staff and a culture change
- Members expressed the view that the SID for the review and the Council's political priorities should be recirculated in order that the aims of the review were met when considering the recommendations
- Consideration should also be given to mutual and co-operative ventures and that the Council should focus on maximising income from services that they already operated and selling expertise

The Chair thanked Jonathan Flowers for attending and his presentation

James Gilchrist, Head of Greenspace and Leisure –L.B.Islington

A copy of the presentation was laid round, copy interleaved.

Following the presentation the following main points were made –

- Section 106 monies had been used to upgrade and refurbish the pitches at Market Road, however given the lack of greenspace in the borough it would be difficult to create any more pitches
- Reference was made to the event at Finsbury Square and that given the Council's financial position consideration should be given to holding more commercial events. However it was noted that a number of events had not been able to take place due to residents objections and there needed to clear guidelines set down for events so that residents could 'buy' into the process
- Members expressed the view that it was preferable to hold events and have sponsorship rather than have to close or limit use of open spaces
- Reference was made to the fact that Greenspace were carrying out work for the City of London and that carrying out work for other Councils/organisations/RSL's were areas that could be considered, together with looking at carrying out work for private residents. However competition may prove difficult as many competitors paid well below the LLW and all Islington staff received the LLW

Policy and Performance Scrutiny Committee - 20 November 2014

- A Member expressed the view that the public should be able to access open spaces given the lack of green space in the borough and rather than sponsoring parks it would be better to endeavour to get sponsorship for streets. It was stated that in some areas, such as conservation areas it was likely that residents would oppose such proposals and some companies may not want to advertise in low high profile sites
- The view was expressed that Islington was a thriving market for filming and it was stated that this was currently being further developed
- In response to a question it was stated that over the last 8 years the Council had lost around £200k in income from events that residents had objected to and sponsors often did not come back if they were constantly rejected
- A Member stated that there had been a problematic event at Highbury Fields in the past that had led to opposition for further events on Highbury Fields and there needed to be discussions with residents where events could be held but open space available for the public
- Reference was made to a recent event at Market Road which had been successful
- In response to a question as to monies that were received from the NWLA for recycling/wood chip etc. the Director of Environment and Regeneration stated that he would investigate and inform Members in order to assess if the Council were receiving good value
- If services were traded it needed to be ensured that services offered by the Council appeared first on appropriate websites
- Supply chains needed to be as short as possible to maximise income
- It was stated that parks were for all the public and not necessarily for a small group of residents
- Other initiatives could be Xmas markets and whilst some residents may object to funfairs many residents and children enjoyed them
- There could be sponsorship of the Xmas lights in the borough
- In response to a question it was stated that marketing of gardening and caretaking services were at the early stages of discussions and it was important to get these services right before marketing them to residents
- A skills audit of staff was being carried out in Environment and Regeneration
- The Chair referred to the Council possibly operating car parks in supermarkets

Steve Key, Finance and Property Services then made a presentation to the Committee, a copy of which in interleaved –

- The Telecare service provided assistance for vulnerable residents and provided a monitoring service in their home and the ability to contact a call centre
- There were 21 FTE staff to cover a 24 hour shift with 3 people on shift during the night and they dealt with other out of hours services as well.
- The out of hours service covered housing, anti-social behaviour, district nurses, contact Islington fall out, the emergency duty team and loan worker, The income is £290k received for these services against additional costs of £158k
- Islington costs of providing the service were within the mid range of competitors
- It was stated that there may be some scope to increase costs for the out of hours services or for tendering for work that could be provided to other boroughs or a partnership with Age UK
- Customer satisfaction with the service was good and there had been no serious injuries
- Marketing campaigns had been undertaken however this had not managed to result in increased numbers of clients

Policy and Performance Scrutiny Committee - 20 November 2014

Following the presentation the following issues were raised –

- The possibility of providing consultancy and scope to sell off surplus power generated by Bunhill Heat and Power
- Looking at providing an energy co-op – the example of Plymouth and Hackney energy co-ops was mentioned
- Solar panels could be put on housing estates and schools to generate income. It was noted that the Environment and Regeneration Scrutiny Committee were looking into this and an update could be provided to the Committee
- Reference was made to the need to involve residents where appropriate on income generation proposals
- It was noted that the first meeting of the Commercial Board has taken place and staff had been asked to propose suggestions for income generation. In response to a question it was stated that the Director of Environment and Regeneration could provide ongoing feedback to the Committee on staff ideas

The Chair thanked Steve Key for his presentation

The meeting ended at 10.00p.m.

CHAIR



Report of: Executive Member for Finance and Performance

Meeting of:	Date	Ward(s)
Executive	27 th November 2014	All

FINANCIAL POSITION AT 30th SEPTEMBER 2014

1. SYNOPSIS

- 1.1 This report presents the forecast outturn position for 2014-15 as at 30th September 2014. Overall, the forecast is a £1.2m General Fund overspend including corporate items. The Housing Revenue Account (HRA) is forecast to break-even over the year. It is forecast that £95.1m of capital expenditure will be delivered in 2014-15.

2. RECOMMENDATIONS

- 2.1. To note the overall forecast revenue outturn for the General Fund of a £1.2m overspend. **(Paragraph 3.1, Table 1 and Appendix 1)**
- 2.2. To agree that £0.4m of in-year corporate funding is applied to the structural overspend within the Housing General Fund temporary accommodation budget. This is a net nil impact overall as the corporate underspend is reduced, in respect of this applied funding, by the same amount. **(Paragraph 4.11)**
- 2.3. To note that the HRA is forecast to break-even over the financial year. **(Paragraph 3.1, Table 1 and Appendix 1)**
- 2.4. To note the latest capital position. **(Section 6, Table 2 and Appendix 2)**

3. CURRENT REVENUE POSITION: SUMMARY

- 3.1. A summary position of the General Fund and Housing Revenue Account is shown in **Table 1** below with further detail contained in **Appendix 1**.

Table 1: General Fund and HRA Estimated Outturn at 30th September 2014

	VARIANCE Month 6 (£000)
<u>GENERAL FUND</u>	
Finance and Resources	(81)
Chief Executive's	(54)
Core Children's Services (Excluding Schools)	(640)
Environment and Regeneration	10
Housing and Adult Social Services	2,075
Public Health	0
Net Departments	1,310
Corporate Items	(91)
Total excluding contingencies	1,219
Unallocated contingency budgets	0
TOTAL PROJECTED (UNDER)/OVERSPEND	1,219
<u>HOUSING REVENUE ACCOUNT</u>	
NET (SURPLUS) / DEFICIT	0

4. GENERAL FUND

Finance and Resources Department (-£0.1m)

- 4.1. The Finance and Resources Department is currently forecasting a staffing underspend of (-£0.1m).

Chief Executive's Department (-£0.1m)

- 4.2. A staffing underspend of (-£0.1m) is forecast in the Chief Executive's Department.

Children's Services (General Fund: -£0.6m, Schools: -£3.3m)

- 4.3. Children's Services is continuing to meet the challenge of meeting its four main strategic priorities in the face of continuing budget cuts through transformational change, these priorities being:

4.3.1. Improving key outcomes by age 19 and narrowing the gap through outstanding health services, schools and children's centres.

4.3.2. Ensuring play, youth and leisure opportunities for children and young people.

4.3.3. Transforming early intervention and prevention support for vulnerable children and families.

4.3.4. Ensuring children are safe at home, at school and in the community.

- 4.4. An underspend of (-£0.6m) is forecast for the General Fund (non-schools) Children's Services budget. This is due to an underspend against the Council's Universal Free School Meals budget following the introduction of statutory free school meals for all pupil in Reception to Year 2 (-£0.3m), a staffing underspend due to vacancies in the Play and Youth Service and Youth Careers (-£0.2m) and the early delivery of 2015-16 administrative savings within the Partnerships and Support Services division (-£0.1m).

Schools (-£3.3m)

- 4.5. A Dedicated Schools Grant (DSG) underspend of (-£3.3m, 2.1% of DSG) is forecast. This is due to the carry forward of Early Years DSG funding from 2013-14 that will be used to smooth in expected DfE funding reductions for the statutory entitlement for free childcare for deprived 2-year olds from 2015, when funding will be allocated to local authorities based on take-up.
- 4.6. DSG variances are managed through the Schools Forum.

Environment and Regeneration (zero variance)

- 4.7. The Environment and Regeneration Department is currently forecasting a break-even position. This is after the £0.9m in-year corporate savings previously applied to structural overspends in the department. There is a remaining pressure in relation to the Houses in Multiple Occupation (HMO) Licence income shortfall (+£0.2m). However, this and other volatile income streams are being managed allowing the departmental to forecast a balanced position.

Housing and Adult Social Services (+£2.1m)

• Adult Social Care (-£0.2m)

- 4.8. Adult Social Services continues to be impacted by demographic pressures, increasing demand for services, and rising resident expectations in levels of service provided.
- 4.9. To contain budgetary pressures, achieve budget savings targets and improve services, the department is undergoing a 'Moving Forward' programme of transformation. This includes work-streams promoting Independence, Choice and Support; achieving commissioning efficiencies by Transforming the Market, increasing integration between Adult Social Care, Housing and Health partners, and implementing New Ways of Working.
- 4.10. There is a forecast underspend of (-£0.2m) for Adult Social Services. This forecast includes the agreed allocation of demographic contingency for the full-year effect of 2013-14 placements of (+£0.5m) and the part-year effect of 2014-15 placements (+£1.0m), and the agreed allocation of general contingency (+£1.4m) to enable the contractors of the Provision of Comprehensive Domiciliary Care Services in Islington to pay the London Living Wage.

• Housing General Fund (+£2.3m)

- 4.11. The Housing General Fund continues to be impacted by increased demand for temporary accommodation (TA) and the increased cost of supplying it, exacerbated by ongoing changes to the housing benefit regulations (implementation of Local Housing Allowance caps) and the changes to the welfare support system. This has resulted in a net financial pressure of £2.3m in 2014-15 (which has widened from a net £2m pressure in month 5 due to the increasing cost of meeting demand for TA) after the application of £0.4m in-year corporate savings to structural overspends within the temporary accommodation procurement and rental income budgets.
- 4.12. There has been some mitigation of the impact of the £500 per week benefit cap in that TA households affected are currently in receipt of transitional Discretionary Housing Payment protection.
- 4.13. The main actions being taken to control the pressure are:
- 4.13.1. Options and service delivery strategies have been considered and are currently in the process of being implemented that aim to reduce: the numbers of admissions

and consequently the number of families being placed in TA; the length of stay; and the cost of procuring TA.

4.13.2. The extent to which the different approaches/strategies are successful is under constant review and the financial impact will be closely monitored as the financial year progresses.

4.13.3. There will be a recommendation at year-end to offset the remaining pressure corporately on a one-off basis pending ongoing management actions to bring the pressure down, compensating underspends elsewhere in the Council and the availability of suitable corporate resources to apply.

Public Health (zero variance)

4.14. Public Health is funded via a ring-fenced grant of £25.4m for 2014-15. The public health grant is committed against existing public health services and programmes, continuing from the previous year and transferred to the Council via a transfer scheme in April 2013, and public health services and programmes included in larger NHS contracts. The grant is forecast to be spent in line with the overall allocation.

Corporate Items (-£0.1m)

4.15. The Council continues to follow a successful Treasury Management Strategy of shorter-term borrowing at low interest rates. The current forecast is that this will save the General Fund (-£1.9m) in interest charges over the financial year. The Treasury Management Strategy is kept under constant review to ensure that available resources are optimised and the longer-term interest rate position reviewed.

4.16. In addition, there is an upfront income saving of (-£0.5m) from leasing street furniture to network operators.

4.17. These savings are offset by:

4.17.1. Corporate savings of (+£1.3m) being applied to the structural overspends in Environment and Regeneration (**Paragraph 4.7**) and Housing General Funding (**Paragraph 4.11**). This is a net-nil impact overall as the Environment and Regeneration Department and Housing General Fund overspends are reduced, in respect of this applied funding, by the same amount.

4.17.2. There is a pressure of (+£1.0m) created by uncontrollable expenditure due to the Council's statutory duty to provide assistance to all destitute clients who are Non-European Union nationals and can demonstrate need under Section 21 of the National Assistance Act, 1948. This is commonly referred to as No Recourse to Public Funds (NRPF).

Contingencies (zero variance)

4.18. Following the allocation of demographic contingency to Adult Social Services relating to the full-year effect of 2013-14 placements (+£0.5m) and the part-year effect of 2014-15 placements (+£1.0m), and the allocation of general contingency (+£1.4m) to Adult Social Services to enable the contractors of the Provision of Comprehensive Domiciliary Care Services in Islington to pay the London Living Wage, the 2014-15 contingency budget has been fully allocated.

5. HOUSING REVENUE ACCOUNT

- 5.1. The HRA is forecast to be balanced in 2014-15, after the application of contingency and a drawdown from working balances. The detailed variances are as follows:
- 5.1.1. A projected overspend on repairs and maintenance as a result of the refurbishment of Brewery Road (+£1.2m); purchase of vehicles (+£2.4m), other repairs costs including IT, tooling, protective clothing and workshop costs (+£1.2m); the impact of Kier undertaking the completion of incomplete jobs at the same time as LBI undertaking new jobs (+£0.7m); part-year effect of bringing the housing repairs service in-house (+£2.5m); part-year effect of bringing other corporate and clienting repairs functions in-house (+£0.7m); and the part-year effect of the ongoing pressure of bringing the Gas Service in-house (+£1.0m).
 - 5.1.2. One-off pressures due to the impact of the Welfare Reforms (+£0.7m); improvements to Open Spaces (+£0.5m); additional CCTV project costs (+£1.0m).
 - 5.1.3. A pressure of (+0.3m) following the increase in the employer superannuation rate.
 - 5.1.4. Loss of rental and service charge income arising from the increase in right-to-buys over 2013-15, a reduction in voids leading to less re-lets and therefore fewer properties moving straight to target rent and less new builds ready for let than anticipated (+£0.9m).
 - 5.1.5. *The above pressures of (+13.1m) are offset by:*
 - 5.1.6. A (-£3.2m) saving from reduced interest on borrowing and capital charges.
 - 5.1.7. Additional rent from commercial properties (-£0.5m).
 - 5.1.8. Reduced energy costs of (-£0.7m).
 - 5.1.9. Reduced demand for aids and adaptations work in HRA properties (-£0.8m).
 - 5.1.10. Number of void repairs less than budgeted (-£0.7m).
 - 5.1.11. In-year drawdowns from HRA annual contingency budget of (-£3.5m) and HRA working balances of (-£3.7m). This will reduce HRA working balances from £14.1m at the end of 2013-14 to £10.4m at the end of 2014-15.

6. CAPITAL PROGRAMME

- 6.1. The forecast is that £95.1m of capital expenditure will be delivered by the end of the financial year with forecast slippage of £0.7m into 2015-16. This is set out by department in **Table 2** below with the latest 2014-15 capital programme detailed at **Appendix 2**.

Table 2: 2014-15 Capital Programme by Department at 30th September 2014

Department	2014-15 Capital Budget	2014-15 Forecast Expenditure	Forecast Slippage to 2015-16
	(£m)	(£m)	(£m)
Adult Social Services	3.4	3.4	0.0
Housing	56.0	56.0	0.0
Children's Services	9.7	9.1	(0.6)
Environment and Regeneration	23.0	22.9	(0.1)
Finance and Resources	3.2	3.2	0.0
Corporate Projects	0.5	0.5	0.0
Total	95.8	95.1	(0.7)

7. IMPLICATIONS

Financial Implications

- 7.1. These are included in the main body of the report.

Legal Implications

- 7.2. In practical terms the law requires that the Council must always plan to balance its spending plans against resources so as to avoid a deficit occurring in any year. Accordingly, Members need to be reasonably satisfied that expenditure is being contained within budget and that the net savings targets for the current financial year will be achieved so as to ensure that income and expenditure balance.

Environmental Implications

- 7.3. This report does not have any direct environmental implications.

Resident Impact Assessment

- 7.4. A resident impact assessment (RIA) was carried out for the 2014-15 Budget Report approved by Full Council. This report notes the financial performance of the Council for the year to date but does not have any direct policy implications; therefore, it is not considered necessary to carry out a separate RIA for this report.

Background papers: None

Responsible Officer:

Mike Curtis
Corporate Director of Finance and Resources

Report Author:

Tony Watts
Head of Financial Planning

Signed by



17 November 2014

Executive Member for Finance and
Performance

Date

Appendix 1 - Revenue Budget Monitoring Month 6 2014-15

GENERAL FUND				
Department / Service Area	Original Budget	Current Budget	Forecast Outturn	Variance Month 6
	£'000	£'000	£'000	£'000
FINANCE AND RESOURCES				
Property	1,527	(5)	174	179
Financial Management	(2,564)	(3,248)	(3,495)	(247)
Corporate Director of Finance and Resources	25	0	(93)	(93)
Financial Operations and Customer Services	8,047	6,842	6,835	(7)
Digital Services and Transformation	(31)	(84)	3	87
Internal Audit	643	729	729	0
Total	7,647	4,234	4,153	(81)
CHIEF EXECUTIVE'S DEPARTMENT				
Chief Executive	(140)	(18)	(78)	(60)
Governance and Human Resources	462	1,597	1,600	3
Strategy and Community Partnerships	6,678	7,899	7,902	3
Total	7,000	9,478	9,424	(54)
CHILDREN'S SERVICES				
Learning and Schools	29,408	29,967	26,112	(3,855)
Partnerships and Support Services	9,984	11,866	11,766	(100)
Targeted and Specialist Children and Families	37,602	40,762	40,762	0
Total	76,994	82,595	78,640	(3,955)
ENVIRONMENT AND REGENERATION				
Directorate	0	(92)	(92)	0
Planning and Development	2,311	2,902	3,036	134
Public Protection	10,761	10,883	11,151	268
Public Realm	23,143	26,202	25,810	(392)
Total	36,215	39,895	39,905	10
HOUSING & ADULT SOCIAL SERVICES				
Temporary Accommodation (Homelessness Direct)	612	1,073	3,373	2,300
Housing Benefit	880	880	880	0
Housing Needs (Homelessness Indirect)	1,908	1,954	1,954	0
Housing Development and Strategy	248	248	248	0
Housing Administration	1,993	2,340	2,340	0
Housing General Fund Total	5,641	6,495	8,795	2,300
Adult Social Care	31,314	31,447	31,669	222
Community Services	15,219	16,988	16,791	(197)
Strategy and Commissioning	31,563	33,471	33,221	(250)
Adult Social Services Total	78,096	81,906	81,681	(225)
HASS Total	83,737	88,401	90,476	2,075
PUBLIC HEALTH				
NHS Health Checks	358	391	370	(21)
Obesity and Physical Activity	863	863	850	(13)
Other Public Health	(21,069)	(21,659)	(21,216)	443
Sexual Health	8,546	8,631	8,707	76
Smoking & Tobacco	665	819	635	(184)
Substance Misuse	8,858	9,176	8,873	(303)
Children and Young People	1,779	1,779	1,606	(173)
	0	0	(175)	(175)
Less Projected Ring-Fenced Schools Related Underspend			3,315	3,315
Less Projected Ring-Fenced Public Health Underspend			175	175
GROSS DEPARTMENT TOTAL	211,593	224,603	225,913	1,310

Appendix 1 - Revenue Budget Monitoring Month 6 2014-15

Department / Service Area	Original Budget £'000	Current Budget £'000	Forecast Outturn £'000	Variance Month 6 £'000
CORPORATE ITEMS				
Corporate and Democratic Core / Non Distributed Costs	16,626	16,675	16,675	0
Insurance Fund	(300)	(300)	(300)	0
Transfer to/(from) Reserves	6,727	831	831	0
Levies	22,273	22,273	22,473	200
Appropriations / Technical Accounting Entries	0	0	0	0
Provisions	0	0	0	0
Corporate Financing Account	(13,276)	(13,276)	(15,176)	(1,900)
Unringfenced Grants	(15,996)	(15,996)	(15,996)	0
Other Corporate Items	2,524	(961)	(384)	577
Core Government Funding / Council Tax	(234,117)	(234,117)	(234,117)	0
No Recourse to Public Funds	268	268	1,300	1,032
Corporate Items Total	(215,271)	(224,603)	(224,694)	(91)
TOTAL NET OF CORPORATE ITEMS	(3,678)	0	1,219	1,219
Demographic Contingencies	2,377	0	0	0
General Contingencies	1,300	0	0	0
GENERAL FUND TOTAL	0	0	1,219	1,219

HOUSING REVENUE ACCOUNT

Dwelling Rents	(147,657)	(147,657)	(146,757)	900
Non Dwelling Rents	(1,708)	(1,708)	(1,908)	(200)
Heating Charges	(2,268)	(2,268)	(2,268)	0
Leaseholders Charges	(9,495)	(9,495)	(9,495)	0
Other Charges for Services and Facilities	(14,251)	(14,063)	(13,963)	100
HRA Subsidy Receivable	0	0	0	0
PFI 1 Credit	(6,140)	(6,140)	(6,140)	0
PFI 2 Credit	(16,715)	(16,715)	(16,715)	0
Interest Receivable	(390)	(390)	(390)	0
Reduced Provision For Bad Debt	0	0	0	0
Contribution from General Fund	(833)	(833)	(833)	0
Gross Income	(199,457)	(199,269)	(198,469)	800
Repairs & Maintenance	23,100	23,102	28,502	5,400
Revenue Contribution to Capital	10,594	10,594	14,844	4,250
General Management	44,657	46,285	46,853	568
PFI 1 Payments	10,921	10,921	10,921	0
PFI 2 Payments	28,355	28,355	28,355	0
Contribution to PFI Smoothing Fund	61	61	1	(60)
Special Services	16,184	14,366	13,743	(623)
Rents, Rates, Taxes and Other Charges	740	740	740	0
Capital Financing Costs	60,610	60,610	57,460	(3,150)
Bad Debt Provisions	750	750	750	0
HRA Contingency and Growth	3,485	3,485	0	(3,485)
Gross Expenditure	199,457	199,269	202,169	2,900
Drawdown from HRA Balances	0	0	(3,700)	(3,700)
Net (Surplus) / Deficit	0	0	0	0

Appendix 2 - Capital Programme Monitoring Month 6 2014-15

	Capital Budget 2014-15						Year To Date	
	Original Budget £	Slippage In £	Capital Virements £	Changes In Resources £	Slippage Out £	Current Budget £	Expenditure £	% Spend Against Budget
ADULT SOCIAL SERVICES								
AIDS AND ADAPTATIONS	2,770,000	308,327	75,000	(500,000)		2,653,327	505,225	19.0%
OTHER ADSS CAPITAL	705,000	160,738	(75,000)			790,738	190,445	24.1%
TOTAL ADULT SOCIAL SERVICES	3,475,000	469,065	-	(500,000)	-	3,444,065	695,670	20.2%
HOUSING								
MAJOR WORKS & IMPROVEMENTS	39,110,000	(1,480,820)	-	384,836		38,014,016	14,076,370	37.0%
NEW HOMES	23,979,000	2,460,280	-	(1,955,081)	(6,484,199)	18,000,000	5,607,131	31.2%
TOTAL HOUSING	63,089,000	979,460	-	(1,570,245)	(6,484,199)	56,014,016	19,683,501	35.1%
TOTAL HOUSING & ADULT SOCIAL SERVICES	66,564,000	1,448,525	-	(2,070,245)	(6,484,199)	59,458,081	20,379,171	34.3%
CHILDREN'S SERVICES								
SCHOOLS	5,655,913	1,649,111	63,888	4,448,358	(3,383,000)	8,434,270	3,157,191	37.4%
EARLY YEARS	1,120,900	290,116	-	600,000	(800,000)	1,211,016	346,531	28.6%
YOUTH CENTRES	-	41,834	-	-	-	41,834	41,834	100.0%
CHILDREN'S OTHER	-	63,888	(63,888)	-	-	-	-	-
TOTAL CHILDREN'S SERVICES	6,776,813	2,044,949	-	5,048,358	(4,183,000)	9,687,120	3,545,556	36.6%
ENVIRONMENT & REGENERATION								
PLANNING & DEVELOPMENT								
ARCHWAY DEVELOPMENT	255,000	23,556	-	-	-	278,556	56,240	20.2%
SECTION 106	2,000,000	-	(2,000,000)	-	-	-	2,135	
TRANSPORT PLANNING	40,000	10,000	-	-	-	50,000	24,049	48.1%
TOTAL PLANNING AND DEVELOPMENT	2,295,000	33,556	(2,000,000)	-	-	328,556	82,424	25.1%
PUBLIC PROTECTION								
CEMETERIES	-	-	-	19,545	-	19,545	19,545	100.0%
DISABLED FACILITIES	601,000	20,348	378,652	-	-	1,000,000	405,535	40.6%
EMPTY PROPERTIES	-	-	258,130	-	-	258,130	14,145	5.5%
LIBRARIES	100,000	2,623	-	(70,201)	-	32,422	3,835	11.8%
PRIVATE SECTOR HOUSING	1,300,000	52,986	(636,782)	-	-	716,204	213,868	29.9%
TOTAL PUBLIC PROTECTION	2,001,000	75,957	-	(50,656)	-	2,026,301	656,928	32.4%
PUBLIC REALM								
BOILER REPLACEMENT PROGRAMME	867,050	163,697	150,000	-	-	1,180,747	712,357	60.3%
COMBINED HEAT AND POWER	900,000	341,989	-	(205,764)	-	1,036,225	20,362	2.0%
FLEET MANAGEMENT	8,000,000	(967,318)	-	-	(1,000,000)	6,032,682	2,581,968	42.8%
GREENSPACE	883,000	274,412	574,038	(51,313)	(806,731)	873,406	260,887	29.9%
HIGHWAYS	1,400,000	362,706	769,264	(168,221)	-	2,363,749	413,484	17.5%
HOME ENERGY EFFICIENCY	-	115,583	-	-	-	115,583	18,287	15.8%
IRONMONGER ROW BATHS	-	434,003	-	-	-	434,003	151,292	34.9%
LEISURE	5,250,000	17,883	1,270,313	1,634,209	(4,327,882)	3,844,523	1,225,590	31.9%
OTHER ENERGY EFFICIENCY	2,500,000	-	(150,000)	-	(2,000,000)	350,000	-	0.0%
TRAFFIC AND ENGINEERING	3,180,000	393,123	(613,615)	1,475,430	-	4,434,938	1,111,666	25.1%
TOTAL PUBLIC REALM	22,980,050	1,136,078	2,000,000	2,684,341	(8,134,613)	20,665,856	6,495,893	31.4%
TOTAL ENVIRONMENT & REGENERATION	27,276,050	1,245,591	-	2,633,685	(8,134,613)	23,020,713	7,235,245	31.4%
FINANCE & PROPERTY								
FINANCE	-	96,128	-	-	-	96,128	-	0.0%
ICT	1,500,000	1,578,154	-	-	-	3,078,154	2,038,326	66.2%
TOTAL FINANCE	1,500,000	1,674,282	-	-	-	3,174,282	2,038,326	64.2%
TOTAL FINANCE AND PROPERTY	1,500,000	1,674,282	-	-	-	3,174,282	2,038,326	64.2%
CORPORATE								
CORPORATE PROJECTS	-	540,330	-	-	-	540,330	271,667	50.3%
TOTAL CORPORATE	-	540,330	-	-	-	540,330	271,667	50.3%
TOTAL CAPITAL PROGRAMME	102,116,863	6,953,677	-	5,611,798	(18,801,812)	95,880,526	33,469,965	34.9%

This page is intentionally left blank

Chief Executive's Department
Town Hall, Upper Street, London N1 2UD

Report of: **Assistant Chief Executive, Governance and HR**

Meeting of:	Date	Agenda item	Ward(s)
Policy and Performance Scrutiny Committee	08 December 2014		

Delete as appropriate	Exempt	Non-exempt
-----------------------	--------	------------

Subject: Islington Council's use of Agency Staff

1 Synopsis

- 1.1 The Policy & Performance Scrutiny Committee undertook a review in 2013/14 of the Council's use of and expenditure on agency staff.
- 1.2 The Executive agreed a list of future actions in September 2014 and this report outlines the current position in respect of agency staff use and progress on the agreed actions .

2. Recommendations

- 2.1 To note the information provided in this report.

3 Background

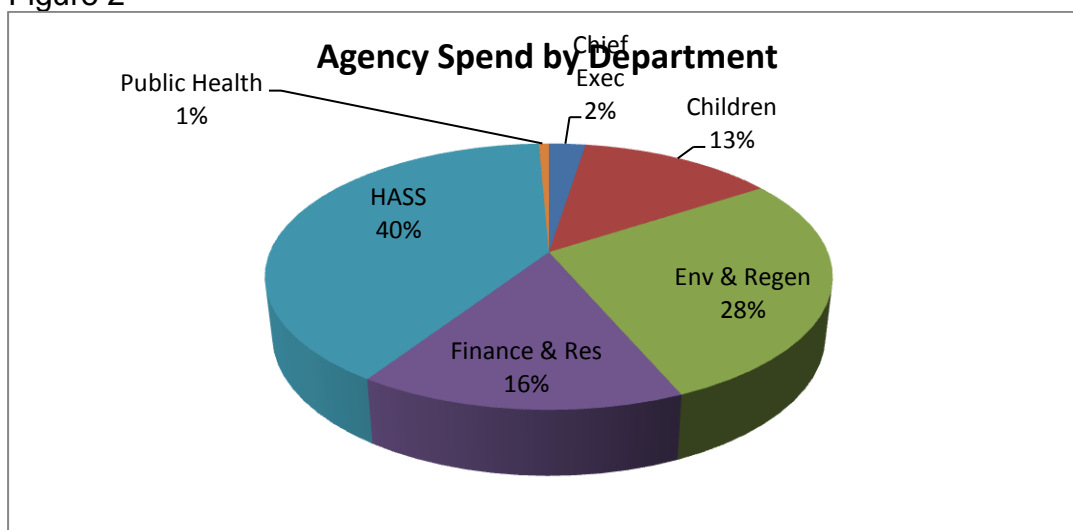
- 3.1 The Policy & Performance Scrutiny Committee undertook a review in 2013/14 of the council's use of agency staff. The Committee agreed a list of recommendations and presented its final report to the Executive at its meeting on 12 May 2014.
- 3.2 In September 2014 the Executive responded to the recommendations made by the Committee and in addition proposed future actions.

3.4 One of the agreed future actions was to provide bi-annual reports to the Policy and Performance Scrutiny Committee on agency usage, including details of the length of time agency staff have been employed and the number and length of any extensions which have been granted to their assignments, together with the equalities data provided by Commensura. This report is the first bi-annual report and outlines the current position regarding agency usage. The report also contains an update on progress in respect of the other future actions agreed by the Executive.

4.0 Annual Spend on Agency Workers

4.1 Total agency spend for the 12 months to 31 October 2014 was £23,975,349. The highest spending Department is Housing and Adult Social Care which accounted for £9,603,203 (40.1% of total). Public Health had the lowest spend at £163,876 (0.7% of total).

Figure 2



Source: Comensura November 2014

A full break down of agency spend by Department is set out in the table below including a comparison with the previous year. The inbound TUPE transfer of the refuse service from Enterprise significantly impacted on the spend within Environment & Regeneration.

Table 1

Department	Nov 13 to Oct 14	Nov 12 to Oct 13	Change %
Chief Exec	£595,773	£1,182,759*	-49.6%
Childrens Ser	£3,191,955	£2,510,549	+27.1%
Env & Regen	£6,655,900	£3,845,302**	+73.1%
Finance & Res	£3,764,641	£2,191,900*	+71.8%
HASS	£9,603,203***	£11,005,063	-12.7%
Public Health	£163,876	£680	N/A
TOTAL	£23,975,349	£20,736,253	+15.6%

Source: Comensura November 2014

*Data impacted by internal transfer of Digital Services from Chief Exec to Finance in April 2013

**Data impacted by Enterprise/Refuse TUPE which took place in July 2013

***Data impacted by Kier/Repairs service TUPE took place in June/August 2014

4.3 A breakdown of total annual spend by Division covering the period 01 November 2013 to 31 October 2014 is below:

Table 2

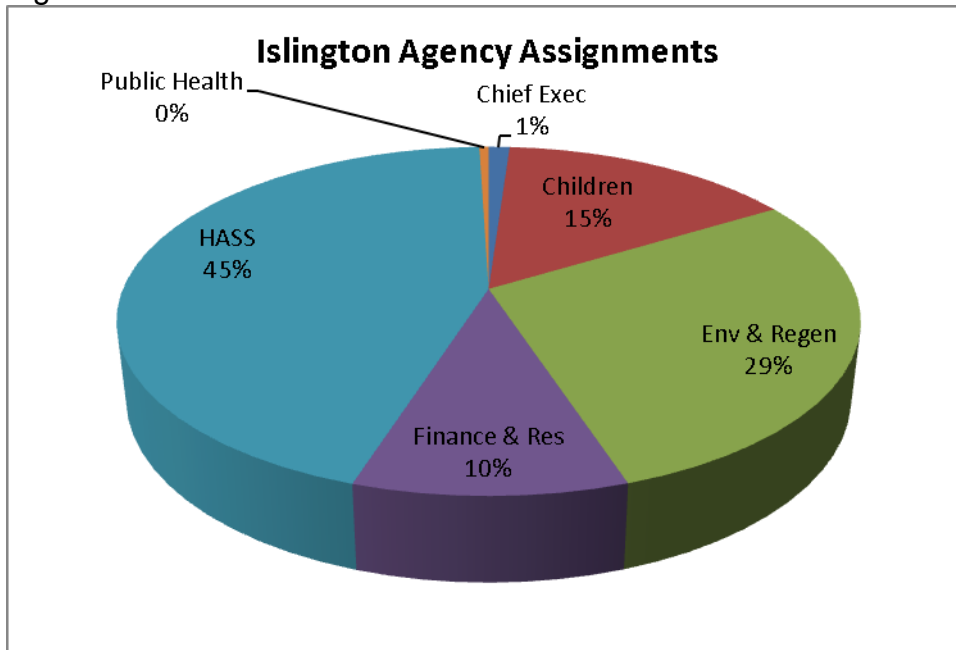
Division	Department	Total Spend
Public Realm	Env & Regen	£5,876,134
Adult Social Care	HASS	£3,226,527
Housing Operations	HASS	£2,454,188
Targeted, Specialist Children and Family Svcs	Children Services	£2,382,231
Digital Services and Transformation	Finance & Resources	£2,348,703
Property Services	HASS	£2,120,970
Financial Operations and Customer Service	Finance & Resources	£1,010,150
Housing Needs and Strategy	HASS	£671,852
Planning and Development	Env & Regen	£654,620
Community Services	HASS	£576,607
Governance and HR	Chief Exec	£489,858
Schools and Young Peoples Services	Children Services	£479,877
Joint Services	HASS	£437,494
Strategy and Commissioning	Children Services	£429,435
Property and Procurement	Finance & Resources	£361,929
Public Health	Public Health	£163,876
Public Protection	Env & Regen	£118,003
Strategy and Community Partnerships	Chief Exec	£105,915
Mental Health Service	HASS	£55,931
Directorate Support (E&R)	Env & Regen	£9,550
Directorate Support (HASS)	HASS	£1,500

Source: Comensura November 2014

5.0 Overview of Agency Workers at LBI

5.1 As at 31 October 2014 there were 826 live assignments via the Comensura contract. The full time equivalent (FTE) figure for those 826 assignments is 694.4 workers. Based on headcount agency workers make up 14.6% of Islington Council's workforce (based on FTE it is 13.7%). This compares to an average figure of 12.4% across all London councils.

Figure 5



Source: Comensura November 2014

HASS has the highest number of live assignments with 368, followed by Environment & Regeneration with 236, Children Services with 126, Finance & Resources 83, Chief Executives with 9 and Public Health with 4.

5.2 Average Length of Assignment

The average agency worker has been at the council for 396 days (13 months). 350 agency workers have been at the council for longer than 12 months which equates to 42.4% of assignments.

5.3 Extending Assignments

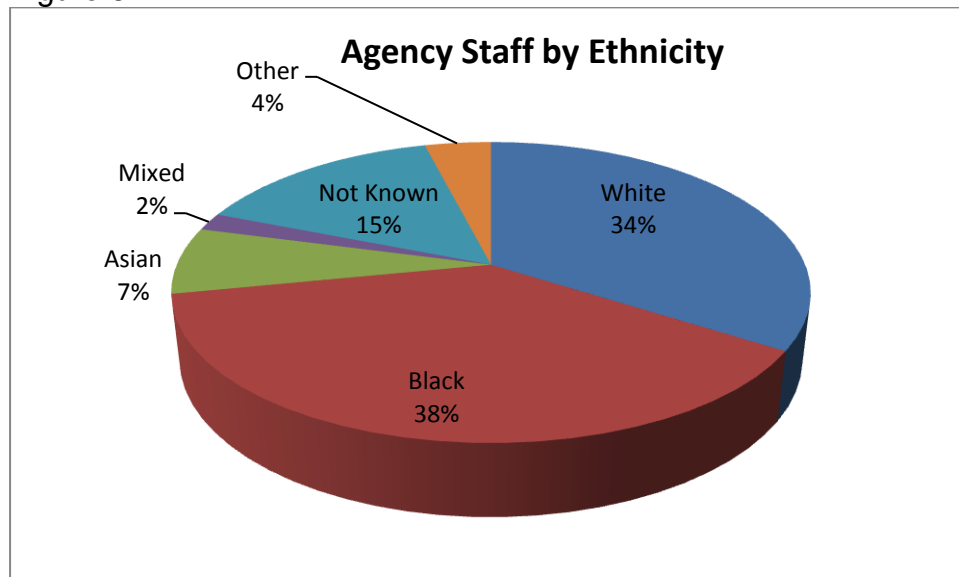
It was agreed that all requests to extend agency worker assignments beyond 6 months should be approved by the Chief Executive. During the last quarter 17 requests for extensions in excess of six months were received of which 13 were approved.

5.4 Equalities Data

5.4.1 Ethnicity

Agency workers are considerably more ethnically diverse than the permanent workforce with 51% coming from BME groups compared to 35.8% of directly employed staff.

Figure 6



Source: Comensura November 2014

5.4.2 Gender

The gender balance of the agency workforce closely matches the directly employed workforce, 48.1% of agency workers are male, compared to 48.4% of permanent workers.

5.4.3 Disability

The percentage of agency staff declaring a disability is 1.1%, significantly lower than the figure for directly employed staff which is 6.7%.

5.4.4 Age

The age distribution of the agency workforce is set out in the table below. The agency workforce is younger than the Council's, 8.4% are under 25 compared to 3.2% of directly employed staff.

Table 3

Age 16-24	Age 25-34	Age 35-44	Age 45-54	Age 55-64	Age 65 +
8.4%	26.1%	23.4%	27.6%	12.1%	2.4%

Source: Comensura November 2014

6.0 Update on actions agreed by Executive:

- 6.1 *Continue to improve processes to ensure agency-covered posts are available as redeployment opportunities.*

HR have put a process in place whereby a monthly list of agency workers is circulated and redeployees can be matched against suitable roles. To date two employees at risk of redundancy have been successfully redeployed in to roles previously covered by agency workers. Whilst this appears low there were no live reorganisations in the last quarter and it is anticipated that results will improve as more staff enter the redeployment pool.

- 6.2 Continue to develop proposals for an “in-house” agency.

Street Environmental Services (SES) would be the main user of an in-house agency. The service is currently finalising details of the staffing structure required to support a new business model to be proposed based on the “village” model. Consultation with the trade unions is anticipated to begin in the new year and it is expected that a large number of agency workers will apply for and move on to permanent contracts at this stage. Further consultation on the new model will follow later in the year. This new model will include a relief pool of permanent employees. Agency staff will continue to be used only to the extent that there are still gaps. The council is interested in establishing its own agency to provide these staff. The viability of the agency will need be revisited once the impact of the changes in SES can be assessed as the business case indicates the margins are already very tight. Discussions have taken place with the trade unions concerning staff terms and conditions in such an agency and any issues here appear to have been resolved.

- 6.3 *Complete investigation of the reintroduction of market supplements and/or other recruitment and retention aids to address recruitment to hard-to-fill posts.*

A new policy has been drafted and consultation with trade unions is underway. It is anticipated that the policy will go to Audit Committee in January 2015 and be included in the council’s Pay Policy Statement from February 2015.

- 6.4 *Continue to work with other boroughs to limit the use of agency staff engaged on a Limited Company basis.*

Further discussion concerning this has taken place at London Council’s Heads of HR although there are no concrete outcomes from this as yet.

- 6.5 *Undertake sophisticated recruitment campaigns to replace agency staff in hard-to-fill areas.*

A number of campaigns have been undertaken since the original Scrutiny meeting in November 2013.

- **Digital Services** continues its efforts to reduce its reliance on staff engaged via agencies, most recently through a major campaign in conjunction with HR and the Council's recruitment partner Jobs Go Public. A total of 25 jobs covered by staff engaged via agencies or vacant were advertised on the Council's website, on a microsite run by Jobs Go Public at www.connectingislington.co.uk and on job sites favoured by ICT professionals such as Computer Weekly jobs and Jobsite. This was supported by a social media campaign through LinkedIn and Facebook; and through search-specific adverts on Google and Bing.

Digital Services received 349 applications; shortlisted 49 candidates and made 15 conditional offers of employment across all the jobs. Two offers were declined by candidates following better offers from other employers, two have started work already, and the remaining 11 are awaiting pre-employment checks or serving out their notice periods with their existing employers.

The campaign will displace seven staff engaged via agencies once all our new directly employed recruits take up their posts. A further six posts will be filled with directly employed recruits, removing the need to engage further staff via agencies to maintain essential services.

This will result in over 90% of Digital Services establishment posts filled by directly employed staff.

Temporary posts supporting programmes and projects are still largely filled by staff engaged through agencies as there are no establishment posts to recruit permanent staff to. Attempts to fill these roles with directly employed fixed term staff have been largely unsuccessful. Jobs Go Public and specialist ICT agencies advise fixed term appointments are unattractive to candidates as they offer neither the higher day rates associated with contracting nor the security associated with a permanent position.

Digital Services are running another recruitment campaign in January 2015 to further reduce the number of staff engaged via agencies covering establishment posts. Using the lessons learned from the recent campaign they will refine the job descriptions and the marketing of the jobs to attract more candidates for the hard-to-recruit senior technical and project management roles.

- **Children's Services** rolling recruitment over the summer has led to 14 new starters, a further 19 employees are due to start pending pre-employment checks. The campaign is still live and 23 candidates are scheduled to attend for interview.

- **Property Services** – A total of 30 vacancies were advertised and 21 candidates were appointed. Those appointed are at various stages of the pre-employment checking process.

6.6 *Undertake temp-to-perm campaigns in high agency usage areas.*

Circa 70 agency workers were successfully appointed to permanent positions in Housing Operations and the transport section of Street Environment Services. It is anticipated that circa 75 agency workers within Street Environmental Services (Waste Management) will be given a similar opportunity to secure a permanent role as mentioned above.

6.7 *Establish a “grow your own” training programme in Digital Services for school leavers and/or graduates.*

A graduate trainee is working with Digital Services to develop this programme. It is anticipated that the programme will go live in early 2015.

6.8 *Complete the review of all agency assignments over 12 months.*

First stage review of assignments over 24 months led to a small number of temp to perm appointments. The next stage of the review will focus on agency workers who have been with the Council for between 12 and 24 months.

6.9 *Seek approval of the Chief Executive to all extension of agency staff assignments beyond 6 months (other than in the case of maternity leave cover) and report quarterly to the Executive Member for Finance and Performance concerning extensions agreed.*

This control has been put in place and the first quarterly report was presented in October 2014.

7.0 Implications

Financial implications:

None arising directly from this report.

Legal Implications:

None arising directly from this report.

Environmental Implications:

None

Resident Impact Assessment:

No resident impacts arise directly from this report.

8.0 Conclusion

Progress is being made in respect of all the actions agreed by the Executive. Impact on the overall usage of agency staff is not yet being fully felt, for example because new permanent employees joining the council as a result of recruitment campaigns and temp to perm opportunities have yet to take up their posts.

Final report clearance:

Signed by:

Received by: Assistant Chief Executive, Governance and HR Date

Head of Democratic Services Date

Report Author: Shane Lynch, Head of Shared Services
Tel: 020 527 6096

This page is intentionally left blank



Chief Executive's Department
Town Hall, Upper Street, London N1 2UD

Report of: Assistant Chief Executive, Governance and HR

Meeting of:	Date	Agenda item	Ward(s)
Policy and Performance Scrutiny Committee	8 th December 2014		

Delete as appropriate	Exempt	Non-exempt
-----------------------	--------	------------

Appendix 4 to this report is not for publication

Subject: Termination Payments

1 Synopsis

1.1 This paper provides an overview of the process for making termination payments to senior staff and includes an examination of payments made between April 2006 and March 2014.

2. Recommendations

2.1 To note the contents of the report.

3 Background

3.1 Scope of Review

For the purpose of this review 'termination payments' will cover redundancy, payment in lieu of notice and any additional payment under the Local Government (Early Termination of Employment) Discretionary Compensation Regulations.

3.2 For the purpose of this review "senior staff" refers to officers on the council's Chief Officer grade or equivalent which starts at £68,475.

3.3 Entitlement to Termination Payments

Any council officer whose role is terminated on the grounds of redundancy has a contractual entitlement to a redundancy payment if they have two years' continuous employment and may receive discretionary payments in the event of termination for redundancy or on efficiency grounds. Those who volunteer for redundancy under the council's Voluntary Redundancy Scheme are entitled to an additional £500.

3.4 Basis for calculating redundancy entitlement

The general redundancy payments policy applies only to employees with two or more years' continuous service with a body listed in the Redundancy Payments (Continuity of Employment in Local Government) Modification Order.

Entitlement to redundancy pay under the council's policy is based on contractual pay, length of continuous service and age. The maximum service that can be taken into account for redundancy pay purposes is 20 years. For full completed years of service the entitlement is:

- Under the age of 21 half a week's contractual pay,
- Between 22 and 40 one week's contractual pay, and
- From 41 onwards one and half weeks' contractual pay.

Actual salary rather than the statutory weekly maximum is used for this calculation as permitted by the Local Government (Early Termination of Employment) (Discretionary Compensation) (England & Wales) Regulations 2006 (as amended). Current salary bands for Chief Officers are set out in Appendix 1.

An employee aged 55 or over who is made redundant and is a member of the Local Government Pension Scheme is entitled to early retirement. This would include an annual pension without actuarial reduction and a lump sum.

3.5 Discretionary Payments

The Council may use its discretion under the Local Government (Early Termination of Employment) (Discretionary Compensation) (England & Wales) Regulations 2006 (as amended), in exceptional circumstances, to pay a lump sum of up to a total of 2 years (104 weeks) actual pay without any salary cap as a compensatory payment to any employee (eligible for the Local Government Pension Scheme), whose employment is terminated by reason of redundancy or in the interests of the efficiency of the service, including early retirement, in accordance with the council's adopted policy. See Appendix 3 – *Pay Policy Statement* extract for details of the criteria to be applied.

4.0 Governance process

4.1 Background

There are a number of thresholds which trigger governance requirements to ensure that termination payments are lawful and appropriate. In calculating

the amount of a proposed payment for this purpose, the following elements of the payment are taken in to account:

- Redundancy payment
- Any additional payment under the Local Government (Early Termination of Employment) Discretionary Compensation Regulations
- Payment in lieu of notice.

4.2 Thresholds and related governance

4.2.1 Payments under £50,000

Any payments under £50,000 can be approved by a Service Director within the Finance directorate. A form is generated by the HR/Payroll team and passed to Finance for approval. Once approval is received the payment is processed.

4.2.2 Payments to Chief Officers and other payments of £50,000 to £99,999

For payments where the proposed payment is to a Chief Officer or exceeds £50,000 a report is to be prepared by the manager of the employee to whom it is proposed the termination payment be made. A standard template is available (See Appendix 2).

Payments proposed must be in accordance with council policy, in particular the council's Discretionary Compensation Policy. The termination payment report must be approved by the Section 151 Officer and the Monitoring Officer (or their duly authorised deputies) and a final decision concerning it made by the Chief Executive before any commitment to make the payment is made, whether in correspondence, discussion or in a compromise, settlement or other formal agreement.

4.2.3 Payments in excess of £100,000

The Audit Committee (or its Personnel Sub-Committee) will approve any termination payment to any officer which exceeds £100,000. For this purpose the pay in lieu of notice element of the calculation only includes payments under the specific provision for 6 months pay in lieu of notice where a Chief Officer's contract is terminated in the interests of efficiency. This ensures that elected councillors are accountable for payments made in these circumstances. This reflects the requirements of the Pay Policy Statement adopted annually by full Council. An extract from the Statement covering termination payments is attached as Appendix 3.

5.0 Breakdown of Payments

A detailed list of payments made between July 2007 (when the current payroll system was introduced) and March 2014 is set out in Exempt Appendix 4. A summary is set out below. We no longer have access to records prior to July 2007.

Between July 2007 and March 2014 a total of 30 termination related payments were made to senior managers at Islington Council. The total of all payments made was £2,490,249. The average payment was £83,008.

Table 1

	July 2007 to March 2010	April 2010 to March 2014
No of payments	17	13
Total amount	£1,626,748	£863,501
Average payment	£95,691	£66,423
% of Leavers via redundancy	53%	69%

The majority of termination payments processed since April 2010 have been redundancy related.

6.0 Recovery of Public Sector Exit Payments

The government is currently consulting on proposal to require high earning public sector employees or office holders to repay certain exit payments. It is anticipated that powers to enable this will be included in the Small Business Enterprise and Employment Bill with secondary legislation to give effect to the provisions expected by April 2016.

7.0 Implications

Financial implications:

None arising directly from this report.

Legal Implications:

The Localism Act 2011 requires local authorities to publish an annual “pay policy statement”, approved by full Council, having regard to guidance to be published by the Secretary of State. Authorities are then be constrained by their policy statement when making determinations on senior officer pay (although the statement may be amended at any time by a further resolution of the full council).

The circumstances of a person’s departure from an organisation are their personal data under the Data Protection Act 1998.

Other legal implications are included within the report.

Environmental Implications:

None

Resident Impact Assessment:

None arising directly from this report.

8.0 Conclusion

There are strong governance procedures in place to ensure termination payments are transparent and in line with an individual's contractual entitlements and that discretionary payments are made appropriately.

Final report clearance:

Signed by:

Received by: Assistant Chief Executive, Governance and HR Date

Head of Democratic Services Date

Report Author: Shane Lynch, Head of Shared Services
Tel: 020 527 6096

Appendix 1

Grade	Scale	Salary
C01+	<i>T (5)</i>	£139,407
C01+	4	£136,944
C01+	3	£134,520
C01+	2	£132,093
C01+	1	£129,675
C01	<i>T10</i>	£129,741
C01	9	£127,323
C01	8	£124,824
C01	7	£122,403
C01	6	£119,980
C01	5	£117,552
C01	4	£115,134
C01	3	£112,710
C01	2	£110,280
C01	1	£107,862
C02	<i>T (7)</i>	£110,451
C02	6	£107,970
C02	5	£105,435
C02	4	£103,011
C02	3	£100,593
C02	2	£98,166
C02	1	£95,742
C03	<i>T (7)</i>	£95,322
C03	6	£92,817
C03	5	£90,288
C03	4	£87,867
C03	3	£85,437
C03	2	£83,016
C03	1	£80,595
C04	<i>T (7)</i>	£83,331
C04	6	£80,748
C04	5	£78,168
C04	4	£75,744
C04	3	£73,320
C04	2	£70,896
C04	1	£68,475

Appendix 2

Procedure for approval of termination payments

- 1 This procedure applies to termination payments to Chief Officers (in this procedure this means officers on Chief Officer grades) or other officers where the proposed payment exceeds £50k.
- 2 This procedure does not apply where the payment is required to be considered by the council or one of its committees or sub-committees before it is agreed.
- 3 This procedure does not apply in full where the payment is agreed in the course of Employment Tribunal or other proceedings. In such cases section 9 and 10 will apply.
- 4 A termination payment is a payment which it is proposed will or may be made relating to the termination of an employees employment with the council.
- 5 In calculating the amount of a proposed payment, the following elements of the payment shall be taken into account, if they apply:
 - (a) Redundancy payment
 - (b) Any additional payment under the Local Government (Early Termination of Employment) Discretionary Compensation Regulations
 - (c) Payment in lieu of notice
- 6 A report in the form attached to this procedure shall be prepared by the manager of the employee to whom it is proposed the termination payment be made.
- 7 Payments proposed must be in accordance with council policy, in particular the council's Discretionary Compensation Policy.
- 8 The termination payment must be approved by the s151 Officer and the Monitoring Officer (or their duly authorised deputies) and a final decision concerning it made by the Chief Executive before any commitment to make the payment is made, whether in correspondence, discussion or in a compromise, settlement or other formal agreement.
- 9 In the case of a termination payment which is negotiated in the context of Employment Tribunal or other proceedings, where possible a report in the form attached will be completed prior to agreement as to the termination payment being reached.
- 10 Where this is not possible (for example, because the possibility of settlement arises unexpectedly and must be dealt with within a tight timeframe or it becomes apparent during the course of a hearing that the amount likely to be awarded by a tribunal is in excess of that anticipated prior to the hearing as possible in the event of an adverse finding) the officer with relevant delegated power giving instructions in the proceedings may, after taking legal advice, agree the termination payment.

Report of: [INSERT JOB TITLE OF MANAGER PROPOSING TERMINATION PAYMENT]

SUBJECT: Termination Payment – [INSERT NAME OF EMPLOYEE]	
1	Recommendations
	<p>(Delete as applicable)</p> <p>That the Chief Executive agree that a termination payment of [£] be made to NSERT NAME OF EMPLOYEE].</p> <p>OR</p> <p>That the Chief Executive agree that a compromise/settlement agreement containing the following provisions as to payment be entered into between the council and [INSERT NAME OF EMPLOYEE].</p> <p>OR</p> <p>That the Chief Executive agree that [INSERT OFFICER’S JOB TITLE] may agree a termination payment of up to [£] in respect of [SPECIFY PROCEEDINGS]</p>
2.	Background
2.1	[INSERT THE DETAILS OF THE EMPLOYEE].
2.2	[SET OUT THE REASONS FOR THE EMPLOYEE’S EMPLOYMENT BEING TERMINATED]
2.3	[SET OUT THE CALCULATION OF THE PROPOSED TERMINATION PAYMENT]
2.4	[SET OUT THE REASONS FOR THE ELEMENTS AND AMOUNT OF THE PROPOSED TERMINATION PAYMENT – including application of the Discretionary Compensation policy]
2.5	[SET OUT THE DETAILS OF ANY CURRENT EMPLOYMENT TRIBUNAL OR OTHER PROCEEDINGS].
3	Implications
	<p>Financial Implications: [TO BE COMPLETED BY FINANCE].</p> <p>Legal Implications: [TO BE COMPLETED BY LEGAL SERVICES].</p> <p>Equalities implications: [COMPLETE AS APPLICABLE]</p>

Section 151 Officer and Monitoring Officer or authorised deputy to indicate their approval of the recommendations and the Chief Executive to indicate her/his decision by:

- signing and dating this report and returning it the Head of HR OR
- emailing the Head of HR attaching a copy of the report and confirming their approval of its recommendation.

Appendix 3

Pay Policy Statement Extract

9 Leaving the council

Employees who voluntarily leave the council are not entitled to a termination payment. Those who volunteer for redundancy under the council's voluntary redundancy scheme receive a payment of £500 in addition to any other entitlements they may have

Employees who are made redundant are entitled to a redundancy payment based on the statutory redundancy scheme with regards the calculation of the number of week's redundancy pay but, as sanctioned in the Local Government (Early Termination of Employment) Discretionary Compensation Regulations, actual salary is used rather than the statutory maximum of £450 per week.

In exceptional circumstances the Council may exercise its powers under the above mentioned Regulations and award a discretionary payment to senior staff in line with the council's discretionary termination compensation policy, for those whose employment is terminated by reason of redundancy or in the interests of the efficiency of the service, including early retirement.

The following factors will be taken into account when deciding whether to award a compensatory payment under these Regulations and, if a compensatory payment is made, the amount of that payment:

- Individual financial and other personal circumstances
- The council's interests, including corporate and service imperatives
- The council's fiduciary duty, including its duty to protect the interests of council tax payers and to exercise prudence and propriety
- Overall work record of the employee, including performance, attendance, length of service, level of responsibility and disciplinary record
- Any other factor relevant to the individual case.

Where a Chief Officer's contract is terminated in the interests of the efficient exercise of the Authority's functions they are contractually entitled to six months' notice or may be paid in lieu of notice where their contract provides for this.

The Audit Committee (or its Personnel Sub-Committee) may hear representations in respect of the termination of a Corporate Director's employment in accordance with the JNC terms and conditions of employment.

In the case of the Chief Executive, the Audit Committee (or its Personnel Sub-Committee) will approve the early retirement of the postholder and agree the award of any discretionary payments in connection with such retirement or redundancy in line with the policy outlined above. No such payments were made in the financial year 2013-14.

The Audit Committee (or its Personnel Sub-Committee) will also approve any payment in line with the policy outlined above to any other officer which exceeds £100,000. No such payments were made in the financial year 2013-14. This ensures that elected councillors are accountable for payments made in these circumstances without delay to finalising arrangements.

Report of: Assistant Director Governance and Human Resources

Meeting of	Date	Agenda Item	Ward(s)
Policy and Performance Scrutiny Committee	08 December 2014	G1	All

Delete as appropriate	Exempt	Non-exempt
------------------------------	---------------	-------------------

SUBJECT: MONITORING OF RECOMMENDATIONS OF SCRUTINY COMMITTEES TIMETABLE FOR TOPICS, POLICY AND PERFORMANCE COMMITTEE'S WORK PROGRAMME, KEY DECISIONS

1. Synopsis

To inform the Policy and Performance Scrutiny Committee of the timetable of the Review Committees scrutiny topics for the remainder of the municipal year, the timetable for monitoring the recommendations of the Review Committees, the current situation on the Policy and Performance Scrutiny Committee's work programme, and Key Decisions.

2. Recommendation

That the Policy and Performance Scrutiny Committee note the timetable and the arrangements for monitoring the recommendations of the Scrutiny Committees, the current work programme, and the key decisions.

3. Background

Attached as appendices are the details of the timetable for the Committees for the remainder of the municipal year, the arrangements for monitoring the recommendations of review committees, the key decisions, and the Policy and Performance Scrutiny Committee's work programme.

PTO

4. Implications

4.1 Environment Implications

None specific at this stage

4.2 Legal Implications

Not applicable

4.3 Financial Implications

None specific at this stage

4.4 Equality Impact Assessment

None specific at this stage

Final Report Clearance

Signed by

Assistant Director Governance and Human
Resources

Date

Received by

Head of Democratic Services

Date

Report Author: Peter Moore
Tel: 020 7527 3252
Fax: 020 7527 3256
E-mail: peter.moore@islington.gov.uk

OUTSTANDING SCRUTINY REVIEWS – UPDATED SEPTEMBER 2014

SCRUTINY REVIEW	SCRUTINY COMMITTEE	DATE FINAL REVIEW REPORT SUBMITTED TO EXECUTIVE	PERIOD EXECUTIVE MEMBER RESPONSE TO REC'S DUE (3-6 months after submission to Exec)	RESPONSE TO RECOMMENDATIONS SUBMITTED TO EXECUTIVE?	12 MONTH REPORT DUE TO ORIGINAL SCRUTINY COMMITTEE	LEAD OFFICER
2012/13:						
GP Appointment Systems	Health Scrutiny	HWBB - TBC 23 Oct Exec	Jan 2014 – Mar 2014	TBA	TBC	Julie Billett
Air Quality	Regeneration & Employment Review	21 May 2013	June 2013 – Sept 2013	4 Dec 2013 JB 14 Jan 2014 Exec	Dec 2014	Savva Mina Paul Clift
Planning Committee Structure	Regeneration & Employment Review	7 Jan 2014 JB 6 Feb 2014 Exec	March - May 2014	1 April 2014 JB 12 May 2014 Exec	Nov 2014	Karen Sullivan
2013/14:						
Business Start Up	Regeneration and Employment Review	3 April 2014 Exec	May 2014 - July 2014	17 July 2014 JB ✓ 18 Sept 2014 Exec	April 2015	Pete Courtie
Procurement	Policy and Performance Scrutiny	1 April 2014 JB 12 May 2014 Exec	May 2014 - July 2014	17 July 2014 JB ✓ 18 Sept 2014 Exec	May 2015	Andy Nutter
Blacklisting	Policy and Performance Scrutiny	16 Dec 2013 Leadership 14 Jan 2014 Exec	Jan 2014 -April 2014	6 March 2014 Exec	May 2015	Andy Nutter
Private Rented sector	Communities Review	6 March 2014 Exec	N/A	6 March 2014 Exec	May 2015	Jan Hart & Maxine Holdsworth

NEW SCRUTINY REVIEWS 2014/15:

SCRUTINY REVIEW	COMMITTEE	DATE SUBMITTED DUE TO GO TO EXECUTIVE	RESPONSE TO RECOMMENDATIONS DUE (3-6 months after submission to Exec)	RESPONSE TO RECOMMENDATIONS SUBMITTED (?)	12 MONTH REPORT DUE TO ORIGINAL REVIEW COMMITTEE	LEAD OFFICER
Income Generation	Policy and Performance	(final report PPS 8 Dec – no JB) Exec 15 Jan 2015				
Job Centre Plus	Policy and Performance	JB 23 June 2015 Exec 16 July 2015				
Estate Services Management	Housing	JB 23 June 2015 Exec 16 July 2015				
Scarfolding / Work Platforms	Housing	JB 23 June 2015 Exec 16 July 2015				
Bringing services back in-house (start Jan 2015)	Housing	TBC				
Impact of Early Interventions in preventing escalation to statutory services	Children's	TBC (Final report back to committee July 2015).				
Impact of special educational needs changes on children and families	Children's	TBC (Final report back to committee July 2015).				

NEW SCRUTINY REVIEWS 2014/15 Cont/d...:

Community Energy	Environment and Regeneration	JB 23 June 2015 Exec 16 July 2015				
Fuel Poverty	Environment and Regeneration	JB 23 June 2015 Exec 16 July 2015				
Communal Heating (4-5 month review)	Environment and Regeneration	JB 21 April 2015 Exec 21 May 2015				
Active Travel (possible topic to start February 2015)	Environment and Regeneration	JB 23 June 2015 Exec 16 July 2015				
Recycling (possible topic to start February 2015)	Environment and Regeneration	JB 23 June 2015 Exec 16 July 2015				
Review of 20mph limit (may be report back or mini-review)	Environment and Regeneration	TBC				
Patient Feedback or Older People's access to care (to be confirmed)	Health	TBC				

This page is intentionally left blank

FORWARD PLAN OF KEY DECISIONS



ISLINGTON

KEY DECISIONS TO BE CONSIDERED BY THE EXECUTIVE/COMMITTEES/OFFICERS FOR THE PERIOD TO THE EXECUTIVE MEETING ON 27 NOVEMBER 2014 AND BEYOND

Page 41

**Lesley Seary
Chief Executive
Islington Council
Town Hall
Upper Street
London N1 2UD**

Contact Officer: Mary Green
Democratic Services
E-Mail: democracy@islington.gov.uk
Telephone: 020 7527 3005
Website: <http://democracy.islington.gov.uk/>

Published on 4 November 2014

FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS TO BE CONSIDERED BY THE EXECUTIVE/COMMITTEES/OFFICERS

FOR THE PERIOD TO THE EXECUTIVE MEETING ON 27 NOVEMBER 2014 AND BEYOND

This document sets out key decisions to be taken by the Executive within the next 28 days, together with any key decisions by Committees of the Executive, individual Members of the Executive and officers. It also includes potential key decisions beyond that period, though this is not comprehensive and items will be confirmed in the publication of the key decisions document 28 days before a decision is taken.

It is likely that all or a part of each Executive meeting will be held in private and not open to the public. This may be because an appendix to an agenda item will be discussed which is likely to lead to the disclosure of exempt or confidential information. The items of business where this is likely to apply are indicated on the plan below.

If you wish to make representations about why those parts of the meeting should be open to the public, please contact Democratic Services at least ten clear days before the meeting.

The background documents (if any) specified for any agenda item below, will be available on the Democracy in Islington web pages, five clear days before the meeting, at this link - <http://democracy.islington.gov.uk/> - subject to any prohibition or restriction on their disclosure. Alternatively, please contact Democratic Services on telephone number 020 7527 3005/3184 or via e-mail to democracy@islington.gov.uk to request the documents.

If you wish to make representations to the Executive about an agenda item, please note that you will need to contact the Democratic Services Team on the above number at least 2 days before the meeting date to make your request.

Please note that the decision dates are indicative and occasionally subject to change. Please contact the Democratic Services Team if you wish to check the decision date for a particular item.

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	If all or part of the item is exempt or confidential this will be stated below and a reason given. If all the papers are publically accessible this column will say 'Open'.	Corporate Director/Head of Service Executive Member (including e-mail address)
3.							
4.							
Page 43	Richard Cloudesley School Site	All	Executive	27 November 2014	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Eleanor Schooling eleanor.schooling@islington.gov.uk Councillor Joe Caluori, Executive Member for Children & Families joe.caluori@islington.gov.uk
6.	New Build Contract Award - Bramber House / John Barnes Library	St George's	Executive	27 November 2014	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Maxine Holdsworth maxine.holdsworth@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
7.	Building new council homes: proposed compulsory purchase of leasehold properties	All Wards	Executive	27 November 2014	None	Open	Maxine Holdsworth maxine.holdsworth@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
8.	Bringing Concierge Services back in house	All Wards	Executive	27 November 2014	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors	Doug Goldring Doug.Goldring@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
9	Adoption of letting redress scheme	All Wards	Executive	27 November 2014	None	Open	Kevin O'Leary kevin.oleary@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
10.	Cemeteries fees and charges 2015	All Wards	Executive	27 November 2014	None	Open	Kevin O'Leary kevin.oleary@islington.gov.uk Councillor Claudia Webbe, Executive Member for Environment claudia.webbe@islington.gov.uk

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
11.	Greenspace and Leisure Fees and Charges 2015	All	Executive	27 November 2014	None	Open	Bram Kainth bram.kainth@islington.gov.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk
12	Waste (Amendment) Regulations 2012 and impact on Recycling Services	All Wards	Executive	27 November 2014	None	Open	Kevin O'Leary Kevin.oleary@islington.gov.uk Councillor Claudia Webbe, Executive Member for Environment claudia.webbe@islington.gov.uk
13							
14							

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
15	Adventure Play Strategy next steps and proposed staff led Mutual	All Wards	Executive	27 November 2014	None	Open	Eleanor Schooling eleanor.schooling@islington.gov.uk Councillor Joe Caluori, Executive Member for Children & Families joe.caluori@islington.gov.uk
16	Central London Forward Growth Deal Pilot	All Wards	Executive	27 November 2014	None	Open	Lela Kogbara lela.kogbara@islington.gov.uk Councillor Rakhia Ismail, Executive Member for Community Development rakhia.ismail@islington.gov.uk
17	Estate Parking Review	All Wards	Executive	15 January 2015	None	Open	Doug Goldring Doug.goldring@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
18	Pre-procurement Approval: Extra Care Sheltered Housing	All Wards	Executive	15 January 2015	None	Open	Jess McGregor Jess.mcgregor@islington.gov.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk
19	Contract Award for the provision of 23 new homes and a new community centre on Ivy Hall, Holly Park Estate	Tollington	Executive	15 January 2015	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Maxine Holdsworth maxine.holdsworth@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
20	Approval of draft North London Waste Plan for consultation and revised Memorandum of Understanding	All Wards	Executive	15 January 2015	None	Open	Karen Sullivan Karen.Sullivan@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
21.	Commercial Waste Strategy	All Wards	Executive	15 January 2015	None	Open	Kevin O'Leary kevin.oleary@islington.gov.uk Councillor Claudia Webbe, Executive Member for Environment claudia.webbe@islington.gov.uk

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
22.	Waiver request and procurement strategy for specialist substance misuse services	All Wards	Executive	15 January 2015	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Julie Billett julie.billett@islington.gov.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk
23. Page 48	Oral Health Procurement Strategy	All Wards	Executive	15 January 2015	None	Open	Jason Strelitz Jason.Strelitz@islington.gov.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk
24.	Approval of contract award for the Young People's Sexual Health Service	All Wards	Executive	15 January 2015	None	Open	Julie Billett julie.billett@islington.gov.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
	25. Procurement strategy for open access Genito-Urinary Medicine (GUM) and Sexual and Reproductive Health (community contraceptive) services	All Wards	Executive	15 January 2015	None	Open	Jonathan O'Sullivan jonathan.o'sullivan@islington.gov.uk Councillor Janet Burgess, Executive Member for Health & Well Being janet.burgess@islington.gov.uk
Page 49	25. Pre-procurement approval: Community Enablement Service for Older People	All Wards	Executive	15 January 2015	None	Open	Jess McGregor Jess.mcgregor@islington.gov.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk
26.							
	27. Support to local voluntary organisations: Islington Community Fund	All	Voluntary and Community Sector Committee	19 January 2015	None	Open	Lela Kogbara lela.kogbara@islington.gov.uk Councillor Rakhia Ismail, Executive Member for Community Development rakhia.ismail@islington.gov.uk

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
28.	Procurement Strategy for Mental Health Supported Accommodation	All Wards	Executive	12 February 2015	None	Open	Kath McClinton kath.mcclinton@islingtonccg.nhs.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk
30. Page 50	New Build Contract Award - Goodinge	Holloway	Executive	12 February 2015	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Maxine Holdsworth maxine.holdsworth@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
31.	Pre-procurement approval: Domiciliary Care	All	Executive	12 February 2015	None	Open	Jess McGregor Jess.mcgregor@islington.gov.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
32.	Procurement Strategy for Mental Health Crisis Service	All Wards	Executive	12 February 2015	None	Open	Kath McClinton kath.mcclinton@islingtonccg.nhs.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk
33.	Housing Improvements Contract Award Approvals	All Wards	Executive	12 February 2015	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Simon Kwong Simon.kwong@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
34.	Procurement Strategy for Universal Child Health Services	All Wards	Executive	12 February 2015	None	Open	Jason Strelitz Jason.Strelitz@islington.gov.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
35.	Camden and Islington Community Stop Smoking Service	All Wards	Executive	12 March 2015	None	Open	Julie Billett julie.billett@islington.gov.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk
36.	Children and Young People's Health Strategy	All	Executive	12 March 2015	None	Open	Eleanor Schooling eleanor.schooling@islington.gov.uk Councillor Joe Caluori, Executive Member for Children & Families joe.caluori@islington.gov.uk
37.	Contract award - Residential Care Service for Alcohol Misuse Older Men	All Wards	Executive	12 March 2015	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Kath McClinton kath.mcclinton@islingtonccg.nhs.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
	38. New Build Contract Award - Dover Court	Canonbury	Executive	12 March 2015	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Maxine Holdsworth maxine.holdsworth@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
	39. New build development at Charles Simmons House	All	Executive	12 March 2015	None	Part exempt	Maxine Holdsworth maxine.holdsworth@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
Page 53	40. Procurement strategy for Islington Carers' Hub	All Wards	Executive	12 March 2015	None	Open	Sean McLaughlin Sean.mclaughlin@islington.gov.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk
	41. Finsbury Park Framework Supplementary Planning Document pre-consultation	Finsbury Park	Executive	12 March 2015	None	Open	

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
42.	Designation of Areas for Additional Licensing of Homes of Multiple Occupation	All	Executive	12 March 2015	None	Open	Jan Hart Jan.hart@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
43. Page 54	Preventing Wasted Housing Supply Supplementary Planning Document	All Wards	Executive	12 March 2015	None	Open	Karen Sullivan Karen.Sullivan@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
44.	Housing Improvements Contract Award Approvals	All Wards	Executive	12 March 2015	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Simon Kwong Simon.kwong@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
45.	Housing Improvements Contract Award Approvals	All Wards	Executive	21 May 2015	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Simon Kwong Simon.kwong@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
	46. Crime and Disorder and Parking on street CCTV Supply, Installation and Maintenance contract award	All	Executive	21 May 2015	None	Part exempt	Bram Kainth bram.kainth@islington.gov.uk Councillor Claudia Webbe, Executive Member for Environment claudia.webbe@islington.gov.uk
Page 55	47. Adoption of Location and Concentration of Uses Supplementary Planning Document	All Wards	Executive	21 May 2015	None	Open	Karen Sullivan Karen.Sullivan@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
48	Support to local voluntary organisations: Islington Community Fund	All	Voluntary and Community Sector Committee	8 June 2015	None	Open	Lela Kogbara lela.kogbara@islington.gov.uk Councillor Rakhia Ismail, Executive Member for Community Development rakhia.ismail@islington.gov.uk
	49. Housing Improvements Contract Award Approvals	All Wards	Executive	18 June 2015	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Simon Kwong Simon.kwong@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
50.	Contract Award for Mental Health Advocacy Services	All Wards	Executive	16 July 2015	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Kath McClinton kath.mcclinton@islingtonccg.nhs.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk
51. Page 56	Housing Improvements Contract Award Approvals	All Wards	Executive	16 July 2015	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Simon Kwong Simon.kwong@islington.gov.uk Councillor James Murray, Executive Member for Housing & Development james.murray@islington.gov.uk
52.	Contract Award for Mental Health Crisis Service	All Wards	Executive	January 2016	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Kath McClinton kath.mcclinton@islingtonccg.nhs.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
53.	Contract Award for Mental Health Supported Accommodation	All Wards	Executive	January 2016	None	Part exempt An appendix may refer to information relating to the financial or business affairs of contractors.	Kath McClinton kath.mcclinton@islingtonccg.nhs.uk Councillor Janet Burgess, Executive Member for Health & Well Being & Deputy Leader of the Council janet.burgess@islington.gov.uk

Membership of the Executive 2014/2015:

<u>Councillors:</u>	<u>Portfolio</u>
Richard Watts	Leader
Janet Burgess	Health and Wellbeing
Joe Caluori	Children and Families
Paul Convery	Community Safety
Andy Hull	Finance and Performance
Rakhia Ismail	Community Development

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
	James Murray Claudia Webbe	Housing and Development Environment					

A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000

POLICY AND PERFORMANCE SCRUTINY COMMITTEE WORK PROGRAMME 2014/15**10 NOVEMBER 2014**

1. Executive Member Community Safety
2. Annual Crime and Disorder report – Borough Commander
3. Report on ASB hotline
4. Call ins(if any)
5. Monitoring report

20 NOVEMBER 2014 (ADDITIONAL MEETING)

1. Income Generation – Witness evidence

08 DECEMBER 2014

1. Financial Monitoring
2. Executive Member – Finance and Performance
3. Performance report – Quarter 2
4. HR Update
5. Compensation payments
6. Call ins(if any)
7. Monitoring report

06 JANUARY 2015 (ADDITIONAL MEETING)

1. Income Generation – Witness evidence/Draft recommendations
2. Report of Procurement Board

24 FEBRUARY 2015

1. Budget 2015/16
2. VCS Annual report
3. Scrutiny Review –BEST team – Presentation and SID
4. Welfare Reforms update

02 MARCH 2015

1. Scrutiny Review – BEST team – Witness evidence
2. Quarter 3 Performance report/Report of Chair Health and Care Committee scrutiny committee
3. Report of Procurement Board

4. HR Update
5. Call ins (if any)
6. Monitoring report

11 MAY 2015

1. Scrutiny Review – BEST team– Draft recommendations
2. Work of Children’s Services Scrutiny Committee – report of Chair
3. Work of Environment and Regeneration Scrutiny Committee – report of Chair
4. Revenue Outturn report 2014/15
5. Welfare Reforms – Quarterly update
6. Progress Report back on Blacklisting scrutiny review
7. Progress Report back on Procurement scrutiny review
8. Call ins (if any)
9. Monitoring report

01 JUNE 2015

1. Scrutiny Review – BEST team– Final Report
2. Scrutiny Topics 2015/16
3. Report of Procurement Board
4. HR update
5. Quarter 4 Performance report
6. Membership, Term of Reference etc.
7. Call ins (if any)
8. Monitoring report