

Agenda

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Community Engagement Committee

Date: Tuesday 5 February 2019

Time: 7:30 pm

Place: The Guildhall, Kingston Upon Thames

Members are asked to bring to the meeting the previously circulated Budget Report 2019/20 to 2022/23 document

Members of the Committee

Councillor Jon Tolley (Chair), Councillor Liz Green (Vice Chair), Councillor Olivia Boulton, Councillor Kevin Davis, Councillor Lorraine Dunstone, Councillor Mark Durrant, Councillor Ian George, Councillor Dennis Goodship, Councillor Caroline Kerr, Councillor Katrina Lidbetter and Councillor John Sweeney

Everyone is welcome to attend the meeting

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AGENDA

1. Public Questions

A period of up to 30 minutes for public questions on matters relevant to the Committee's remit which are not related to items featuring on the agenda. Advance notice of questions is preferred but not essential.

2. Apologies for Absence and Attendance of Substitute Members

3. Declarations of Interest

Members are invited to declare any disclosable pecuniary interests and any other non pecuniary interests (personal interests) relevant to items on the agenda

4. Minutes

To confirm the Minutes of the meeting of the Committee held on 20 November 2018.

5. Medium Term Financial Plan 2019-20 to 2022-23 and Detailed Budget and Council Tax 2019-20 **Appendix A**

6. Urgent Items Authorised by the Chair

To consider any items which, in the view of the Chair, should be dealt with as a matter of urgency because of special circumstances in accordance with S100B(4) of the Local Government Act 1972.

7. Exclusion of Press & Public

The following resolution is included if any exempt matter is to be considered at the meeting for which the Committee wish to resolve to exclude the press and public:

To exclude the public from the meeting under Section 100(A)(4) of the Local Government Act 1972 on the grounds that it is likely that exempt information, as defined in paragraph *...of Part I of Schedule 12A to the Act, would be disclosed and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

(*relevant regulatory paragraph to be indicated)

At the conclusion of the meeting members of the Committee and the public are invited to join a workshop on community engagement

Welcome to this meeting.

Notice of Webcast

This meeting is being filmed for live and subsequent recorded broadcast via the Council's website. The images and sound recording may also be used for training purposes within the Council. Generally the public seating areas are not filmed. However, the layout of the room means that the Council is unable to guarantee a seat/location that is not within the coverage area (images and sound) of the webcasting equipment.

By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

Information about the Committee

The Committee is made up of your local elected Councillors. As one of five strategic committees of the Council, it helps to set the overall direction of the Council.

Public participation during the meeting

Do you want to ask a question?

There is a Question Time of up to 30 minutes from 7.30pm – 8pm. Questions may be submitted in writing before the meeting or handed in at the start of the meeting on the green forms provided. (There are some green slips on the chairs and there are more copies.) Please fill in the relevant part and hand this in to the Committee Officer at the top table.

Where a full reply cannot be given at the meeting, a written reply will be sent to the questioner, members of the Committee and the local press. The Chair may disallow any question which, in his/her opinion, is scurrilous, capricious, irrelevant or otherwise objectionable.

Running order

Are you here for a particular item? Items may be taken in a different order depending on the interests of the members of the public present at the meeting. Please fill out a green form at the start of the meeting and hand this to the Committee Officer if you would like to request that a particular item is heard earlier in the meeting.

Taking part in the meeting

During the course of the meeting, the Chair, at his/her discretion, may allow contributions, on items listed on the agenda. To attract the Chair's attention, please raise your hand.

Speaking at meetings

Speaking at a meeting can be a daunting prospect and every effort is made to make this as easy as possible. Speech friendly arrangements will take account of people who may have a speech impairment, e.g. they may have a stammer. If you have any individual requirements or feel that standing or addressing the meeting may present a difficulty, please let us know beforehand. Arrangements will be made to help you as far as reasonably possible.

More meeting information

Accessibility

- All meetings have access for people who may have mobility difficulties. If there are stairs, a lift or stairlift is available. Disabled parking spaces are available on site.
- Toilet facilities will be easily accessible from the meeting room.
- For people who are deaf or have hearing impairments, there is an induction loop (depending on the building, this may only be available in the first 2 or 3 rows).
- **A large print copy of the agenda can be requested in advance.**

Emergency evacuation arrangements

If the fire alarm sounds, please leave the building by the nearest exit. If you require assistance, please remain seated and an Officer will assist you from the building.

Filming

Residents and journalists/media wishing to film meetings are permitted to do so but are asked to give advance notice of this and respect any concerns expressed by people on being filmed.

Interests

Councillors must say if they have an interest in any of the items on the agenda. Interests may be personal or pecuniary. Depending on the interests declared, it might be necessary for the Councillor to leave the meeting. The detail on interests is in Part 5A of the Constitution - Members' Code of Conduct.

Call In

Most of the decisions made at the Committee, except on decisions on planning applications/ planning enforcement/tree preservation orders and any licensing applications, can be called in for review by a minimum of 100 people who live, work or study in the Borough or 9 Councillors. A Decision Notice will be published on the Council's website soon after the meeting with details of the decisions and the call in period expires 10 working days after the meeting. Decisions are not, therefore, acted upon until it is clear that they are not going to be called in.

The call in means the decision will be reviewed by a meeting of the Council's Scrutiny Panel. The Panel at this meeting cannot change the original decision. It may decide that no further action is necessary, in which case the decision will be implemented or will refer the issue back to the decision making Committee (or, exceptionally, to a meeting of the Full Council) with its views and a request that the decision is reconsidered taking account of these views.

Minutes

The minutes briefly summarise the item and record the decision. They do not record who said what during the debate.

Community Engagement Committee

5 February 2019

Medium Term Financial Strategy 2019-20 to 2022-23 and Detailed Budget and Council Tax 2019-20

Report by the Director, Corporate and Commercial

Call-in deadline: N/A

Purpose

To set out the proposed budget for 2019/20 to 2022/23 and the detailed information required to enable this Committee to make recommendations to inform the Finance and Contracts Committee's recommendations to Budget Council on 26 February 2019.

Recommendations of the Portfolio Holder for FinanceTo **resolve** that -

1. The proposals in the budget report regarding the 2019/20 budget for Communications, Kingston Partnership, Voluntary Sector and Voluntary Sector Commissioning, Consultation and Engagement, Customer Contact, Connected Kingston, Strategic Partnerships, Emergency Planning, Business Continuity, Economic Development, Business Support and Development, Business and Skills, Tourism be **RECOMMENDED** to the Finance and Contracts Committee.

Benefits to the Community:

Setting a balanced budget assists in ensuring the Council is financially sustainable and able to deliver services to the community.

Key Points

- A. A separate document, entitled '**Budget Report 2019/20 to 2022/23**' has been published alongside this agenda **and has been dispatched as a separate document to all Members. Members are requested to bring this with them to the meeting.** The references in this report refer to that Budget Report pack. That document comprises the budget proposals for all service areas.
- B. This Committee is asked to consider the budget proposals relating to Communications, Kingston Partnership, Voluntary Sector and Voluntary Sector Commissioning, Consultation and Engagement, Customer Contact, Connected Kingston, Strategic Partnerships, Emergency Planning, Business Continuity, Economic Development, Business Support and Development, Business and Skills, Tourism, being the services within its remit. The outcome of these discussions will inform a recommendation to Finance and Contracts Committee who will cover the overall draft budget and make recommendations to Council, where the formal decisions on the budget and Council Tax level for 2019/20 will be taken.
- C. In relation to the remit of this committee, Members are asked to refer in particular to the following items:
 1. **Annex 5** sets out budgetary growth which has been provided for Digital and ICT (**items 2 and 3**), Better Consultations (**item 12**), community rangers,

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neighbourhood managers and supporting increased local decision making **(items 14 to 16)**.

2. Budget reductions are shown in **Annex 6** of the report. These include **items 12, 19 and 48** which relate to the Digital and ICT service, **item 62** which relates to community grants and **item 68** which relates to the Customer Contact Centre.
3. The Capital Strategy is set out in **Annex 11** with the detailed programme provided in **Enclosure 1** including **items 25 and 26** which relate to a new ICT project and the continuation of an existing ICT rolling programme.

Consultations

1. No specific consultation has been carried out in relation to the budget as a whole but any necessary consultation will be carried out as part of the detailed implementation plan for specific proposals. Proposals subject to consultation prior to implementation are marked as such in the budget report pack.

Timescale

2. After consideration by the Strategic Committees, the Budget will be considered and recommended for approval by Council on 26 February 2019.

Resource Implications

3. All resource implications are contained within the Budget Report pack.

Legal Implications

4. The Local Government Act 2003 requires the Chief Finance Officer to report to Council as part of the budget process on the robustness of the estimates and the adequacy of the proposed financial reserves. The Council is required by the Local Government Finance Act 1992 to make specific estimates of gross revenue expenditure and anticipated income leading to the setting of the overall budget and council tax. The amount of council tax must be sufficient to meet the Council's legal and financial commitment, ensure the proper discharge of its statutory duties and lead to a balanced budget.
5. The Localism Act 2011 provides for a council tax referendum to be held if an authority increases its relevant basic amount of council tax in excess of principles determined by the Secretary of State. The Local Government Finance Settlement published in December 2018, announced that a referendum must be held if council tax for general spend is to be increased by 5% or more. Council tax for general spending requires a referendum if it rises by 3% or more alongside a maximum 2% social care precept. The setting of the social care precept must not exceed a rise of 6% over 3 years from 2017/18.
6. In considering the budget for 2019/20, members must consider the Public Sector Equality Duty under s149 Equality Act 2010. The council must, when exercising its functions, have due regard to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited by the Equality Act and to advance equality of opportunity and foster good relations between those who share a 'protected characteristic' under the Act and those who do not share a protected characteristic. A 'protected characteristic' is defined in the Act as age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation. Marriage and civil partnership are also protected characteristics for the purposes of the duty to eliminate discrimination. Members

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must consider how the decision will contribute to meeting these duties in light of other relevant circumstances such as economic and practical considerations.

7. Some of the proposed savings will be subject to separate decision making processes (either by Officer, Strategic Committee or Council). Some of the proposed savings require a consultation process to be undertaken and the product of consultation (together with the equality analysis) must be conscientiously taken into account in finalising any decisions. The Budget Report makes it clear that if, as a result of the consultation process there are changes to proposed savings alternative arrangements will need to be made to deliver reductions in spend.

Risk Assessment

8. A financial risk assessment is contained within the Budget Report pack

Equalities Impact Assessment

9. An equalities impact assessment has been undertaken and is disclosed within the budget report pack.

Health Implications

10. There are no direct health implications arising from this report. Any health implications of specific proposals will be considered as part of the detailed implementation plan of those proposals.

Road Network Implications

11. There are no direct road network implications arising from this report. Any road network implications of specific proposals will be considered as part of the detailed implementation plan of those proposals.

Environmental & Air Quality Implications

12. There are no direct environmental or air quality implications arising from this report. Any environmental implications of specific proposals will be considered as part of the detailed implementation plan of those proposals.

Background papers - None other than those referred to in this report

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