

**ROYAL BOROUGH OF KINGSTON UPON THAMES**

**MEETING OF BUDGET COUNCIL**

**27 FEBRUARY 2020**

**(19:30pm - 22:31 pm)**

The Mayor (Councillor Margaret Thompson)  
\*The Deputy Mayor (Councillor Munir Ravalia)

Councillors

Zain Abbas	Jaesung Ha
Sushila Abraham	Lesley Heap
Steph Archer	Alison Holt
Roy Arora	* Jason Hughes
Kim Bailey	Caroline Kerr
* Tricia Bamford	Andreas Kirsch
Rowena Bass	Katrina Lidbetter
Mark Beynon	Rebekah Moll
Fiona Boulton	Maria Netley
Olivia Boulton	Dave Ryder-Mills
Tim Cobbett	Anita Schaper
David Cunningham	Malcolm Self
Emily Davey	Nicola Sheppard
Kevin Davis	* Chris Stuart
Lorraine Dunstone	Sharron Falchikov-Sumner
Mark Durrant	John Sweeney
Simon Edwards	Thay Thayalan
Sam Foulder-Hughes	JonTolley
* Ed Fram	Olly Wehring
Hilary Gander	Diane White
Ian George	Annette Wookey
Dennis Goodship	Yogan Yoganathan
Liz Green	Sharon Young

\* Absent

The Mayor's Assistant Chaplain, Sheikh Abdes Samad, opened the meeting with prayers.

**60. Apologies**

Apologies for absence were received on behalf of the Deputy Mayor, Councillor Munir Ravalia, and Councillors Patricia Bamford, Ed Fram, Jason Hughes, and Christine Stuart, and for lateness from Councillor Stephanie Archer.

**61. Declarations of Interest**

The Mayor advised that the Monitoring Officer had granted a dispensation to all Members to vote on the Budget and Council Tax item, on the grounds that this item unusually spans the entirety of the Council's activity and consequently, it is more likely that a Member may find themselves with interests which may arguably be regarded as a Disclosable Pecuniary Interest which would preclude them, otherwise, from participating in the Budget debate.

**62. Minutes**

**RESOLVED** that the minutes of the meeting held on 17 December 2019 be confirmed as an accurate record.

**63. Mayor's Announcements**

(1) The Mayor asked the Council to stand for a minute's silence in memory of former Councillor Linsey Cottington, who had died on 11 January. Linsey Cottington had served as a Norbiton Ward member, and as leader of the Labour Group on the Council, from May 2014 to May 2018. One of Linsey's lasting achievements on the Council was a Motion she proposed in 2015 for the Council to adopt the London Living Wage Motion, which had been agreed unanimously. The Council had been presented at its last meeting, in December, with a plaque by the Living Wage Foundation to mark that the Council is now accredited as a Living Wage Employer.

(2) The Mayor extended the Council's congratulations to all those who live or work in the Royal Borough who were honoured in the New Year's Honours list.

(3) The Mayor asked the Leader of the Opposition to convey to Councillor Jason Hughes the Council's best wishes for his speedy recovery

(4) The Mayor updated the Council on the arrangements for the handing in of old mobile phones for recycling to raise funds for the Mayor's Charitable Trust.

(5) The Mayor reminded Members of scheduled Mayor's Charity events as follows:

- the Mayor's Charity Ball to be held at the DoubleTree by Hilton hotel on Friday 27 March 2020
- a special evening performance of "Let Me Entertain You" to be held at the Rose Theatre on Monday 30 March 2020.

**64. Petitions**

The Mayor advised that no notification had been received of any petitions with over 20 signatures for submission at the meeting.

**65. Revenue & Capital Budget 2020/21 and Medium Term Financial Strategy to 2023-24      Appendix A**

To enable the Council to approve the budget and set the Council Tax for 2020/21, the Council considered a report (at Appendix A of the agenda), in association with the 'Budget Report 2020/21 to 2023/24' pack which had been published and circulated separately to Members on 22 January.

The Budget Report pack included detailed information in the following Annexes:

Annex 1 - 2020/21 Budget risks summary

- Annex 2 - Reconciliation between original budget 2019/20 and proposed budget 2020/21
- Annex 3 - Formal Council Tax Calculation and Resolution
- Annex 4 - On-Street Parking Account, Bus Lane Enforcement and Moving Traffic Contraventions Accounts
- Annex 5 - Budget Growth 2020/21 to 2023/24
- Annex 6 - Budget Reductions (Savings) 2020/21 to 2023/24
- Annex 7 - Summary of budget by Service / Function
- Annex 8 - Summary of budget by expenditure type
- Annex 9 - Flexible use of capital receipts strategy
- Annex 10 - Housing Revenue Account Budget for 2020/21
- Annex 11 - Capital Strategy 2020/24
- Annex 12 - Treasury Management Strategy Statement and Annual Investment Strategy 2020/21 - including four enclosures (Enclosure 1 - Statutory Prudential & Statutory Treasury Management Indicators; Enclosure 2 - Minimum Revenue Provision Policy Statement; Enclosure 3 – Maturity Debt; and Enclosure 4 – Schedule of Approved Instruments)
- Annex 13 - Pay Policy Statement 2020/21
- Annex 14 – Schools Budget 2020/21 including three enclosures (Enclosure 1 - Dedicated Schools Grant Block allocations; Enclosure 2 - Schools Block Local Formula Rates; and Enclosure 3 - School level delegated budgets 2020/21)

Key features of the 2020/21 Budget proposals were:

- £6.598m growth and investment in services to meet key priorities and demand pressures
- identification of £7.185m of revenue savings
- an average council tax at band D of £1,613.08, a 1.99% increase in the Council Tax set by Kingston Council and a 2% increase in the Adult Social Care precept.
- an increased general fund reserve of £19.633m for 2020/21, an increase of £3.5m on this year's figure of £16.133m to ensure prudent cover for managed risks
- a Capital Programme to provide infrastructure investment in Kingston. The general fund capital programme over four years from 2020/21 will be £135.7m
- a Budget designed to support the Council in meeting the significant challenges it faces in ensuring that services for residents and some of our most vulnerable communities are protected against a backdrop of increasing demand in terms of volume and complexity and decreasing resources available to fund those services.

The Council noted that the structural overspend and shortfall of funding within the Dedicated Schools Grant (DSG) for children with special educational needs or disabilities gives rise to its most significant financial challenge. This challenge is not unique to Kingston, but the scale of the deficit combined with the low level of reserves held locally, requires the Council to be tackling it with a greater degree of rigour and speed than many others. The cumulative deficit on Kingston's DSG reserve is estimated to be over £20million by 31 March 2020 which places a considerable strain on the Council's balance sheet. There is a clear national intention that the schools budget is ring-fenced and the Council has therefore not 'topped up' the DSG from general fund resources. However, in order to be able to demonstrate financial sustainability the Council has to continue to make

contributions to reserves from the general fund to mitigate the growing DSG deficit on its balance sheet.

In accordance with the Local Government Act (2003) Section 25, the report includes the report of the Council's Chief Financial Officer (as defined by section 151 of Local Government Act 1972) on the "robustness" of the financial estimates which have been used in calculating the Council Tax for 2020/21 and the adequacy of the level of reserves. The Section 151 Officer advised that analysis of potential scenarios shows that for 2020/21 the Council continues to face a significant and material level of budget risk but had concluded that the General Fund balance is considered sufficient and the level of reserves is adequate in line with Section 25 of the 2003 Act.

Service specific budget proposals had been discussed at the Children's & Adults' Care & Education Committee (30 January 2020), the Community and Engagement Committee (4 February 2020), the Strategic Housing and Planning Committee (6 February 2020), and the Environment and Sustainable Transport Committee (11 February 2020), with consideration of the overall draft budget by the Finance and Partnerships Committee (on 13 February 2020) which had made the appropriate recommendations to Council. The report to the Finance and Partnerships Committee was attached to the report to Council as **Annex 1**, which in turn had one Annex – **Annex A** – Formal Council Tax Calculation and Resolution (an updated version of Annex 3 in the Budget Pack).

Attached at **Annex 2** to the report to Council was the late material which had been reported to the Finance and Partnerships Committee, including comments from service Committees; information about the online consultation with Business Ratepayers (undertaken between 24 January and 10 February 2020); an update on levies and on the final Local Government Finance Settlement; and (attached as Enclosure 1 to Annex 2) an amended version of the Minimum Revenue Provision Policy (which had originally been attached as Enclosure 2 to Annex 12 of the Budget Pack).

The Executive Director, Corporate and Communities had been authorised by the Finance and Partnerships Committee to make any necessary changes to the GLA precept in the Council Tax Calculation (Annex A) (which might arise from the GLA Budget meeting on 24 February) prior to submission to Budget Council. However, Late Material circulated prior to the Council meeting reported that, in the event, the GLA budget had been approved without amendment and therefore no amendments to the Council Tax calculation in Annex A were necessary. The Late Material also confirmed that the final local government finance settlement for 2020/21 (as approved on 24 January 2020) had included no changes to the provisional figures which had been included in the budget report pack (circulated on 22 January).

(1) In order for the proposals to be presented in detail at the Council meeting by the Portfolio Holder for Finance, Councillor Alison Holt (in place of the Leader of the Council), in accordance with Procedure Rule 16 (1), it was **resolved** that Procedure Rule 10 (12) be suspended to allow the Portfolio Holder to speak for longer than 4 minutes.

(2) Councillor Alison Holt proposed and the Leader of the Council, Councillor Liz Green, seconded the recommendations to the Council set out in the report at Appendix A to the agenda.

(3) Councillor Sharron Falchikov-Sumner proposed an amendment (for which accompanying Section 151 comments from the Executive Director of Corporate and Communities, and background information on the work based parking levy in Nottingham were circulated to the Council at the meeting), which was seconded by the Leader of the Opposition, Councillor Kevin Davis, as follows:

‘Council calls for:

1. A freeze on councillor allowances in 2020/21
2. A freeze on senior officer pay for 2020/20201– defined as officers holding the rank of assistant director and above.
3. £28,000\* is to be allocated for a feasibility study into the introduction of a Work Based Parking Levy (please refer to the accompanying presentation on Work Based Parking Levies) for the Royal Borough of Kingston, with the aim of reporting back by the end of the Calendar year with the overall aim of implementing the scheme from April 2021/2022.’ [\*It is my understanding that the Council states that the freeze of council allowances and senior officer pay would take 6 months to implement generating a saving of £6,500 in members’ allowances and £21,500 in senior officer pay. The total saving would be £28,000.]

(4) The Mayor adjourned the meeting from 8:30pm – 8:40pm to allow the Council to consider the amendment. On the Council reconvening, the Mayor exercised discretion to waive the limit to allow more than 10 speakers in the ensuing discussion.

(5) After debate, the amendment was put to the vote and was declared defeated –

Voting:

For: Councillor Sharron Falchikov-Sumner

Against: 35 Members of the Council (The Mayor, Councillor Margaret Thompson, and Councillors Zain Abbas, Sushila Abraham, Stephanie Archer, Kim Bailey, Mark Beynon, Fiona Boulton, Olivia Boulton, Tim Cobbett, Emily Davey, Lorraine Dunstone, Mark Durrant, Simon Edwards, Sam Foulder-Hughes, Hilary Gander, Dennis Goodship, Liz Green, Jaesung Ha, Lesley Heap, Alison Holt, Caroline Kerr, Andreas Kirsch, Katrina Lidbetter, Rebekah Moll, Dave Ryder-Mills, Anita Schaper, Malcolm Self, John Sweeney, Thay Thayalan, Jon Tolley, Olly Wehring, Diane White, Annette Wookey, Yogan Yoganathan and Sharon Young.)

Abstaining: 7 Members of the Council (Councillors Roy Arora, Rowena Bass, David Cunningham, Kevin Davis, Ian George, Maria Netley and Nicola Sheppard)

(6) The recommendations set out in the report at Appendix A to the agenda were put to the meeting and, after further debate, it was:

**RESOLVED** that:

*[References to ‘the report’\* are to the report at Annex 1 to Appendix A in the Council agenda pack. Other references are to the Budget Report Pack.]*

1. the budget proposals and Council Tax for 2020/21 as set out in the Budget Report Pack report and its annexes (with any updates) be approved;
2. the relevant officers be authorised to take necessary action to deliver the agreed budget and service changes, including increasing relevant fees and charges in line with inflation;
3. in accordance with the requirements of the Local Government Act 2003, the comments of the Executive Director, Corporate and Communities be noted in regard to the robustness of estimates and the level of reserves and balances (as set out in the section “Comments of the Director of Corporate and Commercial (S151 Officer)” in paras. 24 to 32 of the Budget Report Pack);
4. the amounts in the statutory Council Tax calculation (as set out in Annex A to the report\*) (an amended version of Annex 3 in the Budget Pack) be calculated for the financial year 2020/21 as set out below, in accordance with sections 32 to 36 of the Local Government Act 1992;
5. the Capital Strategy including the detailed capital programme for 2020/21 to 2023/24 (as set out in Annex 11 to the Budget Report pack) and the Treasury Strategy including the Annual Investment Strategy, prudential indicators (as set out in Annex 12 to the Budget Report pack) and the amended Minimum Revenue Provision (MRP) policy as set out in Enclosure 1 to Annex 2 of the report\* be approved;
6. the pay policy at Annex 13 to the Budget Report Pack be approved;
7. the Schools Budget for 2020/21 be approved in line with paragraph 17 and Enclosure 1 of Annex 14 to the Budget Report pack;
8. the proposals outlined for the Central School Services Block including the transfer of £16k to the High Needs Block (ref. paras 26-28 of Annex 14 to the Budget Report pack) be approved;
9. the proposals outlined for the Early Years Block, including the transfer of £121k to the High Needs Block (ref paragraphs 29-24 of Annex 14 of the Budget Report pack) be approved;
10. the proposals outlined for the High Needs Block (outlined in paragraphs 35-38 of Annex 14 of the Budget Report pack ) be approved;
11. the proposals outlined for the Schools Block (ref. paragraphs 20-25 of Annex 14 of the Budget Report pack) and the Schools Funding Formula outlined in Enclosure 2 of Annex 14 and the Schools Allocations in Enclosure 3 of Annex 14, including a Minimum Funding Guarantee of +0.5% per pupil (ref. paragraphs 22-23 of Annex 14 of the Budget Report pack) be approved; and
12. the continued participation within the Business Rates Pool across London be approved.

		£
a)	The aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act, taking into account the total of special items included in e) below.	438,874,567.00
b)	The aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act	335,873,282.00
c)	The amount by which the aggregate at a) above exceeds the aggregate at b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council	103,001,285.00

	Tax requirement for the year. [Item R in the formula in Section 31A(4) of the Act].		
d)	The amount at c) above [Item R], all divided by Item T (1 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year		1,613.08
e)	The expenses of meeting the levy issued to it by the Wimbledon and Putney Commons Conservators shall be the aggregate of all special items referred to in Section 34(1) of the Act.		48,926.63
f)	The amount at d) above less the result given by dividing the amount at e) above by Item T (1 above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special items relate		1,612.32
g)	The amount given by adding the amount at f) above to the result of the amount at e) above divided by the council tax base for the part of the Council's area defined by the Wimbledon and Putney Commons Act 1871, calculated by the Council, as the basic council tax for dwellings in those areas to which the special items relate.		1,642.73
h)	<u>Valuation Bands</u>	<u>Part of the Council's Area</u> <u>Part of the Council's Area to which special items as defined in (e) above relate</u>  £	<u>All other parts of the Council's Area</u>  £
	A	1,095.15	1,074.88
	B	1,277.68	1,254.03
	C	1,460.20	1,433.17
	D	1,642.73	1,612.32
	E	2,007.78	1,970.61
	F	2,372.83	2,328.91
	G	2,737.88	2,687.20
	H	3,285.46	3,224.64
	being the amounts given by multiplying the amounts at f) and g) above by the number which, in the proportion set out in Section 5(1) of the Act is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council in accordance with Section 36(1) of the Act as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.		
i)	That it be noted that for the year 2020/21, the Greater London Authority has stated the following amounts in precepts issued to the Council in accordance with Section 40 of the Act for each of the categories of dwellings shown below:		

	Valuation Bands	GLA Precept £	
	A	221.38	
	B	258.28	
	C	295.17	
	D	332.07	
	E	405.86	
	F	479.66	
	G	553.45	
	H	664.14	
j)	That having calculated the aggregate in each case of the amounts at (h) and (i) above, the Council in accordance with Section 30(2) of the Act hereby sets the following amounts of Council Tax for the year 2020/21 for each of the categories of dwelling shown below:		
		<u>Part of the Council's Area</u>	
	Valuation Bands	<u>Part of the Council's Area to which special items as defined in e) above relate</u>	<u>All other parts of the Council's Area</u>
		£	£
	A	1,316.53	1,296.26
	B	1,535.96	1,512.31
	C	1,755.37	1,728.34
	D	1,974.80	1,944.39
	E	2,413.64	2,376.47
	F	2,852.49	2,808.57
	G	3,291.33	3,240.65
	H	3,949.60	3,888.78
k)	To note that, in accordance with Section 52ZB of the Local Government Finance Act 1992, the Council's relevant basic amount of Council Tax for 2020/21 is not excessive in accordance with principles approved by the Secretary of State under Section 52ZC		

**Voting:**

For: 35 Members of the Council (The Mayor, Councillor Margaret Thompson, and Councillors Zain Abbas, Sushila Abraham, Stephanie Archer, Kim Bailey, Mark Beynon, Fiona Boulton, Olivia Boulton, Tim Cobbett, Emily Davey, Lorraine Dunstone, Mark Durrant, Simon Edwards, Sam Foulder-Hughes, Hilary Gander, Dennis Goodship, Liz Green, Jaesung Ha, Lesley Heap, Alison Holt, Caroline Kerr, Andreas Kirsch, Katrina Lidbetter, Rebekah Moll, Dave Ryder-Mills, Anita Schaper, Malcolm Self, John Sweeney, Thay Thayalan, Jon Tolley, Olly Wehring, Diane White, Annette Wookey, Yogan Yoganathan and Sharon Young.)

Against: Councillor Sharron Falchikov-Sumner

Abstaining: 7 Members of the Council (Councillors Roy Arora, Rowena Bass, David Cunningham, Kevin Davis, Ian George, Maria Netley and Nicola Sheppard)

[The Council briefly adjourned at 21:55 and reconvened at 22:10.]

## 66. Corporate Plan and Key Performance Indicators

## Appendix B

The Council considered a report at Appendix B of the agenda which provided an update on progress in delivering the Corporate Plan, and which set out new actions to be added to the Corporate Plan and changes to corporate Key Performance Indicators.

The Council's Corporate Plan 2019-2023 'Making Kingston Better, together', which was approved by Full Council on 26 February 2019, sets out the medium-term vision for the borough (reflecting the Administration's manifesto commitments), with outcomes and priorities, to ensure that the Council manages its business and resources effectively, with activities aligned to achieving the outcomes in the Plan. The annual review of this Plan provides both a retrospective and forward-looking self-assessment of the Council's performance against priority activities, which enables residents to hold the Council to account for delivery and performance.

Annexes 1-5 of the report set out progress against existing Corporate Plan outcomes in relation to each strategic committee remit. A further report, with narrative against these outcomes, will be presented to strategic committees in the June/July 2020 committee cycle. Annexes 1-5 also set out new actions ('new deliverables') for the year 2020/21 that will become a part of the Corporate Plan through the annual review process. Key Performance Indicators (KPIs), which have been reported publicly through strategic committees, have also been reviewed and refreshed and are set out in each of the Annexes 1-5.

The Corporate Plan is not intended to represent everything the Council does. Rather, it is the framework within which the Council will operate and within which key decisions around the future of local services and the Council's budget will be taken.

**RESOLVED** that the revised Corporate Plan deliverables and Key Performance Indicators, as set out in Annexes 1- 5 of the report, be endorsed.

Voting:

For: 35 Members of the Council (The Mayor, Councillor Margaret Thompson, and Councillors Zain Abbas, Sushila Abraham, Stephanie Archer, Kim Bailey, Mark Beynon, Fiona Boulton, Olivia Boulton, Tim Cobbett, Emily Davey, Lorraine Dunstone, Mark Durrant, Simon Edwards, Sam Foulder-Hughes, Hilary Gander, Dennis Goodship, Liz Green, Jaesung Ha, Lesley Heap, Alison Holt, Caroline Kerr, Andreas Kirsch, Katrina Lidbetter, Rebekah Moll, Dave Ryder-Mills, Anita Schaper, Malcolm Self, John Sweeney, Thay Thayalan, Jon Tolley, Olly Wehring, Diane White, Annette Wookey, Yogan Yoganathan and Sharon Young.)

Abstaining: 8 Members of the Council (Councillors Roy Arora, Rowena Bass, David Cunningham, Kevin Davis, Sharron Falchikov-Sumner, Ian George, Maria Netley and Nicola Sheppard)

**67. Armed Forces Community Covenant Working Group**

**Appendix C**

The Council considered a report at Appendix C in the agenda pack which provided the annual progress report (as requested by Council in April 2018) on delivery of the Armed Forces Community Covenant in Kingston.

The Armed Forces Covenant is a promise by the nation to ensure that those who serve or who have served in the armed forces, and their families, are treated fairly. The Royal Borough of Kingston upon Thames Council signed the Armed Forces Community Covenant in June 2013 and again in November 2018. The covenant pledges civic support for service personnel in the borough in areas such as work and training, housing, schools for service children and welfare, and pledges to promote public understanding and awareness of issues affecting the Armed Forces while, for the Armed Forces, the covenant encourages personnel and their families to do as much as they can to support the community and promote activities which integrate service and civilian life.

The Armed Forces Community Covenant Member Officer Working Group (MOG) was established by Policy and Resources Committee on 5 December 2013 with a remit 'to examine means by which the Council could recognise the contribution of the armed forces community and give tangible effect to its commitments under the Armed Forces Covenant. Recommendations arising from the Group would be submitted to the relevant Strategic and/or Neighbourhoods Committee dependent upon the nature of the proposal.'

The current Chair of the MOG, Councillor Margaret Thompson, is also the Armed Forces Champion and, in her role during 2019/20 as Mayor of the Royal Borough, has attended a number of armed forces events including memorial services, meeting veterans, reservists and cadets, Remembrance Day events, parades and services at places of worship locally and London wide. Councillor Maria Netley is the other elected Member on the MOG. The Director of Public Health is the Lead Officer responsible for the MOG.

The MOG's report, attached as Annex 1 to the report, summarised the work of the MOG over the past six and a half years, intelligence about what is available to current and ex-armed forces personnel and their families in Kingston, and progress made to date, including:

- a commitment under the Housing Allocations Scheme to allocate up to two flats each year to single veterans has been made.
- identifying the need for local coordination of help, assistance and responsiveness, particularly for veterans who have a high level of need or who are discharged from specialist centres such as Stanford Hall, Leicestershire, which is the new rehabilitation centre, taking over from Headley Court, Surrey
- discussions with the Kingston Clinical Commissioning Group and the Citizens' Advice Bureau and developing relationships with organisations that support the Armed Forces e.g. Royal Star and Garter
- monitoring of local demographics and census information
- development of an e-learning package (Armed Forces Covenant Awareness) for staff which will be made accessible to councillors.

The Council noted the progress, including that of the Working Group, as set out in the report and it was -

**RESOLVED** that

1. a Councillor is appointed at the Annual Council meeting as an Armed Forces Champion, along with an Assistant Armed Forces Champion (from different political groups);
2. staff and elected Members are made aware of the Armed Forces Community Covenant for Kingston as part of their induction;
3. the Council and its partners continue to develop an understanding of the needs of the local armed forces and families, including the G (Guards) Company of the London Regiment, and of veterans, and respond in accordance with the Covenant
4. in future, the annual report is submitted to the relevant committee (currently, Children's and Adults' Care and Education Committee) to allow for more detailed Member discussion and public participation on this item prior to consideration by the Council.

Voting - unanimous

**68. Municipal Calendar of Meetings****Appendix D**

The Council considered a report at Appendix D in the agenda pack, to which was attached at Annex 1 the proposed timetable of Committees, Sub-Committees, Panels and similar municipal meetings for 2020/21.

The proposed timetable, which was broadly similar to that for the 2019/20 municipal year, included provision for five cycles of Strategic and Neighbourhood Committee meetings, with two Neighbourhood meetings being twinned to be held on the same evening (Surbiton with Maldens & Coombe, and South of the Borough with Kingston Town) because more meetings are required than available relevant dates. The calendar also included, where known, dates for certain Committees and Panels which set their own schedule, such as the Joint Committee for the South London Waste Partnership and the Schools Forum.

At the meeting, the Co Chair of Finance and Partnerships Committee, advised that there was an intention to add an additional meeting, on 20 May 2020, of that Committee.

**RESOLVED** that -

1. the timetable of meetings for the 2020/21 Municipal Year attached at Annex 1 to the report at Appendix D of the agenda pack, be approved; and
2. the Corporate Head of Democratic and Electoral Services, in consultation with the relevant Committee Chairs, be authorised to make any amendments to the timetable as prove to be necessary during the course of the Municipal Year.

Voting - unanimous

**69. Member/Officer Commissioning Framework Task and Finish Group Appendix E**

The Council considered a report at Appendix E of the agenda pack which recommended the establishment of a Member/Officer Commissioning Framework Task and Finish Group with a remit to 'shape the Council's new commissioning principles, commissioning strategy and contract management policies and to oversee their design and delivery'.

The composition of and appointments to the Task and Finish working group would be as follows:

LD	Councillor Alison Holt
LD	Councillor Liz Green
LD	Councillor Mark Durrant
LD	Councillor John Sweeney
CON	Councillor Kevin Davis or Councillor Rowena Bass – <i>to be confirmed</i>
GREEN	Councillor Sharron Falchikov-Sumner

Internal Working Groups do not have any executive decision-making powers but are a mechanism for officers to work with Members on developing policy and practice - it was anticipated that a report would be submitted to the Finance and Partnerships Committee in the autumn of 2020 for any decisions to be taken on the Working Group's findings.

**RESOLVED** that

1. Members as set out above be appointed to the Member/Officer Commissioning Framework Task and Finish Group for 2019/20; and
2. the remit for the Task and Finish Group as set out above be confirmed.

Voting - unanimous

**70. Appointments of Members to Committees, Panels and other bodies**

The Council considered recommended appointments which were set out in the agenda and on Late Material which had been circulated prior to the meeting.

**RESOLVED** that the following appointments be made:

- i. Councillor Malcolm Self to be appointed as Chair of the Development Control Committee, replacing Councillor Patricia Bamford in that role.
- ii. Councillor Rebekah Moll to be appointed on to the Strategic Housing and Planning Committee, as a Co Chair of that Committee (replacing Councillor Malcolm Self who will no longer be a member of the committee). [The Leader had appointed Councillor Moll as Portfolio Holder for Planning Policy and Economic Development, replacing Councillor Self in that role.]
- iii. Councillor Malcolm Self to be appointed as a substitute on Strategic Housing and Planning Committee (replacing Councillor Moll in that role).

- iv. the following to be appointed as members on each of these Committees (replacing Councillor Jason Hughes):
  - Community Engagement Committee - Councillor Kevin Davis
  - Licensing Committee - Councillor Ian George
  - Staff Appeals Committee - Councillor Kevin Davis
  - Blue Badge Appeals - Councillor Ed Fram
  
- v. the following non-elected members to be appointed to the Pension Board:
  - Justine Rego to be appointed as a Scheme Member until December 2023 (replacing Tony Willis, who has left the Council)
  - James Geach to be re-appointed as a Scheme Member until December 2024.

Voting - unanimous

**71. Urgent Items authorised by the Mayor**

There were no urgent items authorised by the Mayor.

Signed:.....Date:.....

The Mayor