



City of Westminster

Council Agenda

Title: **Council Meeting**

Meeting Date: **Wednesday 11th November, 2020**

Time: **7.00 pm**

Venue: **This is a virtual meeting**

Members: **All Councillors are hereby summoned to attend the Meeting for the transaction of the business set out.**

This will be a virtual meeting and members of the public and press are welcome to follow the meeting and listen to discussion to Part 1 of the Agenda

This meeting will be live streamed and recorded. To access the recording after the meeting please revisit the link.

If you require any further information, please contact the Committee Officer, Reuben Segal, Head of Committee and Governance Services.

**Email: rsegal@westminster.gov.uk Tel: 07890 380137
Corporate Website: www.westminster.gov.uk**

1. APPOINTMENT OF RELIEF CHAIRMAN

To appoint a relief Chairman.

2. MINUTES

To sign the Minutes of the Meeting of the Council meeting held on 16 September 2020.

3. LORD MAYOR'S COMMUNICATIONS

The Lord Mayor to report that, on September 19th, he attended the Military Wives Choir Recording & Interview at Tileyard Studios

The Lord Mayor to report that, on September 20th, he attended the Battle of Britain Thanksgiving Service & reception at the Abbey.

The Lord Mayor to report that, on September 23rd, he attended the preview of 'Refugees: Forced to Flee' at the Imperial War Museum.

The Lord Mayor to report that, on September 29th, he met with the Ambassador of Norway, Wegger Chr. Strømmen, an introductory meeting. This took place at the Norwegian Embassy.

The Lord Mayor to report that, on September 30th, he visited the volunteers working for Silver Sunday/Westminster Connects, at the Dryburgh Community Hall.

The Lord Mayor to report that, on October 6th, he visited Public Hall in Horseguards Avenue, to learn more about the collaborative workspace.

The Lord Mayor to report that, on October 13th, he attended a Wigmore Hall Recital - Mariam Batsashvili Piano.

The Lord Mayor to report that, on October 14th, he took part in a filmed discussion with John Gilhooly, Executive and Artistic Director of the Wigmore Hall, at the Wigmore Hall.

The Lord Mayor to report that, on October 18th, he attended the LMA Civic Service/Evensong at the Abbey.

The Lord Mayor to report that, on October 21st, he attended the presentation of certificates to Police Cadets at the Pimlico Academy.

(Pages 5 - 12)

The Lord Mayor to report that, on October 22nd, he visited the Pimlico Million and Radio 3 Pimlico to learn more about locally funded projects.

4. DECLARATIONS OF INTEREST

To receive declarations by Members and Officers of the existence and nature of any pecuniary interests or any other significant interest in matters on this agenda.

5. STATEMENT ON URGENT MATTERS

With the approval of the Chairman of the meeting, the Leader of the Council may make a statement on an urgent matter and the Leader of the Opposition will have an equivalent right of reply.

6. PETITIONS AND DEPUTATIONS, IF ANY

7. QUESTIONS

The Lord Mayor will call members who have previously indicated that they wished to ask a question in accordance with the circulated list after the Leader of the Opposition has asked his questions.

8. COUNCILLOR ISSUES

Councillor Angela Harvey: Arts and Culture in Westminster

Councillor Eoghain Murphy: Ensuring a Sustainable Investment Future for our Pensioners and the City.

9. FUTURE POLICY PLAN

To consider items for debate from the attached Future Policy Plan.

10. REPORT OF THE DIRECTOR OF LAW

Programme of Meetings 2021/2022 and Future Budget Setting.

(Pages 13 - 18)

11. NOTICES OF MOTION

To be moved by Councillor Tim Roca.

To be seconded by Councillor Papya Qureshi.

This Council notes that according to the last Department for Education census there were 5491 pupils known to be eligible for and claiming free school meals in Westminster's schools.

This Council resolves to follow the lead of other local authorities, including RBKC, Hammersmith & Fulham, and Camden, in funding the free school meal voucher scheme in the coming school holidays, and in the absence of funding from central government to continue this provision until Easter 2021.

**64 Victoria Street
London, SW1E 6QP
2 November 2020**

Chief Executive

CITY OF WESTMINSTER

MINUTES OF PROCEEDINGS

At the virtual Meeting of the Council of the City of Westminster held at 7.00 pm on
Wednesday 16th September, 2020

PRESENT

The Lord Mayor, Councillor Jonathan Glanz

COUNCILLORS

Heather Acton	David Harvey
Ian Adams	Elizabeth Hitchcock
Nickie Aiken	Adam Hug
Barbara Arzymanow	Louise Hyams
Timothy Barnes	Aicha Less
Geoff Barraclough	Pancho Lewis
Richard Beddoe	Andrea Mann
Rita Begum	Patricia McAllister
David Boothroyd	Guthrie McKie
Iain Bott	Tim Mitchell
Margot Bright	Gotz Mohindra
Susie Burbridge	Eoghain Murphy
Ruth Bush	Matt Noble
Nafsika Butler-Thalassis	Emily Payne
Melvyn Caplan	Papya Qureshi
Maggie Carman	Robert Rigby
Danny Chalkley	Rachael Robathan
Antonia Cox	Tim Roca
Lorraine Dean	Ian Rowley
Tony Devenish	Karen Scarborough
Paul Dimoldenberg	Mark Shearer
Richard Elcho	Selina Short
Christabel Flight	Andrew Smith
Peter Freeman	James Spencer
Murad Gassanly	Paul Swaddle, OBE
Jonathan Glanz	Shamim Talukder
Jim Glen	Hamza Taouzzale
Matthew Green	Judith Warner
Lindsey Hall	Jacqui Wilkinson
Angela Harvey	

1 APPOINTMENT OF RELIEF CHAIRMAN

- 1.1 It was moved by the Lord Mayor and seconded by Councillor Paul Swaddle that Councillor Ian Adams be elected as Relief Chairman.

1.2 Motion put, and on a show of hands, declared **CARRIED**.

2 MINUTES

2.1 **RESOLVED:** The minutes of the proceedings at the Council meeting on Wednesday 24 June 2020 were, with the assent of the Members present, signed by the Lord Mayor as a true record of the proceedings.

3 LORD MAYOR'S COMMUNICATIONS

3.1 The Lord Mayor referred to these as set out on the agenda.

4 STATEMENT ON URGENT MATTERS

5.1 The Leader of the Council, Councillor Rachael Robathan, made an urgent statement and the Council's response to it.

5.2 After Councillor Robathan had spoken the Leader of the Opposition, Councillor Adam Hug, replied.

5 DECLARATIONS OF INTEREST

5.1 Councillor Boothroyd made a declaration in respect of Item 13 that he is the Head of Research and Psephology for Thorncliffe, whose clients were companies applying for planning permission from various local authorities. No current schemes are in Westminster; if there were he would be precluded from working on them under the company's code of conduct.

6 PETITIONS AND DEPUTATIONS, IF ANY

6.1 Councillor Aicha Less presented a petition on behalf of the Church Street market traders calling on the Council to reconsider the increase in street trading charges during the pandemic. The petition will be referred to the relevant Executive Director who will submit a report for decision on the subject of the petition to the relevant Cabinet Member.

6.2 There were no deputations.

7 QUESTIONS

7.1 The questions, supplementary questions and replies are included as a recording on the Council's website.

8 COUNCILLOR ISSUES

Coronavirus

8.1 Councillor Iain Bott spoke and Councillor Tim Mitchell replied.

The Demise of Council Housing in Westminster

Councillor Guthrie McKie spoke and Councillor David Harvey replied.

10 BI-ANNUAL STANDARDS COMMITTEE REPORT: 10 MARCH 2020

10.1 That the full council noted the report.

11 CHANGE TO THE PROGRAMME OF COUNCIL MEETINGS 2020-2021

11.1 RESOLVED:

That the council agreed to the following changes to the Programme of council meetings for 2020-2021:

- (i) That the extraordinary meeting (Budget) programmed to be held on Wednesday 11 November 2020 now be held as an ordinary council meeting for the reasons set out in paragraph 3.3 below and
- (ii) That the meeting on the 3 March 2021 be amended to an extraordinary meeting to receive the Leader's Speech and consider budget proposals for 2021/2022.

12 CHANGES TO THE SIZES OF THE PLANNING AND CITY DEVELOPMENT COMMITTEE

12.1 RESOLVED:

That the council agreed to amend the size of the Planning and City Development Committee from 14 members to 15 members from the 1 October 2020.

13 NOTICES OF MOTION

13.1 The Conservative Party had selected for debate the Notice of Motion (Enable more of the West End to fully to re-open) as set out on the agenda. The Notice of Motion was moved by Councillor Rachael Robathan and seconded by Councillor Melvyn Caplan.

13.2 Councillor Pancho Lewis moved and it was seconded by Councillor Paul Dimoldenberg that the Notice of Motion be amended, as follows:

Amended motion

"This council notes the need for decisive action to enable more of the West End to fully re-open.

This council welcomes the significant support that businesses in Westminster have received from the Government.

This council further notes that the Westminster economy is the key driver for the London and UK economies and therefore requires even greater support so that Westminster businesses can drive the recovery of the UK economy.

This council believes that the Government should provide increased clarity about people returning to work including improving the messaging around social distancing and providing better access to testing.

The council looks to the Government and other public bodies to lead by example in showing when it is safe for their staff to return to their offices, recognising that situations will differ by organisation, office type and for different staff members.

This council believes that the Mayor should look at offering Congestion Charge exemptions for certain low pollution private vehicles that are visiting key sectors such as theatres and that the Government should look at amending Section H of its bailout terms for TFL and provide additional funding to facilitate such exemptions to be provided.

This council believes that 'building back better' means that, while strongly supporting measures to build confidence and help people return to the West End, things will not be the same as before the crisis. The council will need to effectively manage the change to put tackling the climate crisis, creating living streets and low-traffic neighbourhoods at the heart of a new vision for the West End.

This council resolves to continue to lobby the Government to extend the business rates holiday beyond March 2021, to extend the furlough flexibly for certain sectors (such as the hospitality trade) and to review the rateable value cap for certain businesses in Westminster that have not previously had access to Government grants and it will continue to lobby for reform of the taxation of online retailers to create a more level playing field with West End retail. It will lobby for a better financial settlement from Government that will enable it to protect and enhance services that manage our City and to help Westminster provide greater flexibility over Council rents and market pitch fees.

This council further resolves to seek further support from the Mayor and Government for the council's initiatives to provide increased space for pedestrians and for al fresco dining hospitality initiatives and for Westminster's promotional campaigns Sight See Crowd Free and Inside Out. It will back further initiatives to support Westminster's culture sector, including new spaces for outdoor performance in appropriate places and support for high quality popups in empty units and other initiatives to make the West End even more attractive to visit at this time.

This council also resolves to seek more flexibility around the statutory review of licensing policy to help support those businesses that would otherwise be affected by changes that do not take into the position of these businesses since lockdown.

This council resolves to take a review of the City Plan so that post-inspection the council can look at ways policy may need to evolve further to respond to the long-term impacts of the changes created by Covid-19 both for the West End and the City as a whole, including secondary retail areas.”

13.3 Following debate, The Lord Mayor put the amendment to the motion to the vote and following an electronic poll declared the amendment to the motion **LOST**.

13.4 The Lord Mayor then put the substantive motion to the vote and following an electronic poll declared the substantive motion **CARRIED**.

RESOLVED:

This council notes the need for decisive action to enable more of the West End to fully re-open.

This council welcomes the significant support that businesses in Westminster have received from the Government. This council further notes that the Westminster economy is the key driver for the London and UK economies and therefore requires even greater support so that Westminster businesses can drive the recovery of the UK economy.

This council believes that the Government should provide increased clarity about people returning to work including improving the messaging around social distancing.

The council looks to the government and other public bodies to lead by example in showing that it is safe for their staff to return to their offices.

This council believes that the Mayor should look at offering Congestion Charge exemptions for certain low pollution private vehicles that are visiting key sectors such as theatres.

This council resolves to continue to lobby the Government to extend the business rates holiday beyond March 2021 and to review the rateable value cap for certain businesses in Westminster that have not previously had access to Government grants.

This council further resolves to seek further support from the Mayor and Government for the council's initiatives to provide increased space for pedestrians and for al fresco dining hospitality initiatives and for Westminster's promotional campaigns Sight See Crowd Free and Inside Out.

This council also resolves to seek more flexibility around the statutory review of licensing policy to help support those businesses that would otherwise be affected by changes that do not take into the position of these businesses since lockdown.

- 13.5 The Minority Party had selected for debate the Notice of Motion (Planning White Paper) as set out on the agenda. The Notice of Motion was moved by Councillor Geoff Barraclough and seconded by Councillor Matt Noble.
- 13.6 Councillor Matthew Green moved and it was seconded by Councillor Robert Rigby that the Notice of Motion be amended, as follows:

Amendment to Motion

“The Council notes the deep concern about the Government’s ‘Planning for the Future’ White Paper expressed by local residents and the widespread opposition to the plans from groups as diverse as Shelter and the Westminster Property Association.

The Council notes that the White Paper makes ~~no explicit~~ insufficient mention of any role for elected councillors, local amenity societies, neighbourhood forums or other residents groups.

~~Where The Council notes separate Government changes to the Permitted Development rules on office-to-residential conversion is appropriate and can bring benefits, the Council supports a that can take place without planning permission or any requirement to contribute contribution towards local infrastructure or and affordable housing. It also notes Government. The Council supports proposals that new the draft City Plan’s commitment to ensuring that developments of under over 1 50 units provide a minimum of 35% of the total residential units as should not have to make any contribution to affordable housing at all on site.~~

~~The Council also notes the supports proposed revisions to Westminster’s annual housing target that are ambitious, while remembering but they must be realistic and feasible could see it rise five fold, leading to badly planned homes with poor living conditions.~~

~~The Council believes that an effective planning system needs to work to provide homes and workplaces to serve society, shaped by the priorities of local residents, and that at present the will work with Government and partners to White Paper does not achieve deliver these goals.~~

~~The Council believes that as currently drafted, the “Planning for the Future” proposals would significantly reduce supports local people’s opportunity to have their say on new developments in Westminster, with no recognition of including amenity issues such as light overshadowing, noise nuisance and sense of enclosure.~~

~~The Council believes that these planning changes could drastically reduce the ability of local authorities to supports the building of the social and affordable homes for rent rent that we need while massively increasing the number of private units and the risk of poor quality conversions.~~

~~The Council resolves to explicitly and publicly oppose the permitted development changes, the proposed new house building targets and the does not support supports proposals in the Planning for the Future document a planning system that would ~~reduce~~ encourages the say of local people, ~~remove~~ fosters the decision making role of elected councillors and ~~undermine~~ secures obligations for developers to support affordable housing delivery.~~

~~The Council resolves to lobby the Government, make statements to the media, collaborate with London Councils and the Local Government Association on a cross party basis, and take all other appropriate steps to demand the Government change course with residents to ensure that the planning process continues to meet their needs.~~

~~The Council resolves to demand that if the Government goes ahead with its White Paper plans, it allows local authorities like Westminster to set any new supports a planning system in which "infrastructure levy" levies at levels that can fully respond to local needs."~~

13.7 Following debate, The Lord Mayor put the amendment to the motion to the vote and following an electronic poll declared the amendment to the motion **CARRIED**.

13.8 In the absence of any objections from the Members present, The Lord Mayor declared the substantive motion **CARRIED**.

RESOLVED:

"The Council notes the deep concern about the Government's 'Planning for the Future' White Paper expressed by local residents and the widespread opposition to the plans from groups as diverse as Shelter and the Westminster Property Association.

The Council notes that the White Paper makes insufficient mention of any role for elected councillors, local amenity societies, neighbourhood forums or other residents groups.

Where office-to-residential conversion is appropriate and can bring benefits, the Council supports a contribution towards local infrastructure and affordable housing. The Council supports the draft City Plan's commitment to ensuring that developments of over 10 units provide a minimum of 35% of the total residential units as affordable housing on site.

The Council supports revisions to Westminster's annual housing target that are ambitious, but they must be realistic and feasible.

The Council believes that an effective planning system needs to work to provide homes and workplaces to serve society, shaped by the priorities of local residents, and will work with Government and partners to deliver these goals.

The Council supports local people's opportunity to have their say on new developments in Westminster, including amenity issues such as light overshadowing, noise nuisance and sense of enclosure.

The Council supports the building of social and affordable homes for rent.

The Council supports a planning system that encourages the say of local people, fosters the decision making role of elected councillors and secures obligations for developers to support affordable housing delivery.

The Council resolves to collaborate with residents to ensure that the planning process continues to meet their needs.

The Council supports a planning system in which "infrastructure" levies' fully respond to local needs."

The Meeting ended at 10.02 pm

CHAIRMAN: _____

DATE _____

Agenda Item 9

City of Westminster

Council Meeting

Wednesday 11 November 2020

Future Policy Plan

No.	Subject	Cabinet Member Portfolios	Lead Officer
1	Addressing Dementia	Adult Social Care and Public Health	Bernie Flaherty
2	Adult Education	Business and Planning	Debbie Jackson
3	Affordable Business Space	Business and Planning	Debbie Jackson
4	Affordable Childcare	Children's Services	Sarah Newman
5	Affordable Housing	Finance, Property and Regeneration Business and Planning	Debbie Jackson
6	Air Quality	Public Protection and Licensing	Raj Mistry
7	Alternative Education	Children's Services	Sarah Newman
8	Anti-social Behaviour	Public Protection and Licensing	Raj Mistry
9	Apprenticeships	Business and Planning	Debbie Jackson
10	Assets of Community Value	Business and Planning	Lesley Seary/ Debbie Jackson
11	Benefits administration	Finance, Property and Regeneration	Gerald Almeroth
12	BIDS	Business and Planning	Debbie Jackson
13	Business Rates	Finance, Property and Regeneration	Gerald Almeroth
14	Capital Programme	Finance, Property and Regeneration	Gerald Almeroth
15	Care Act	Adult Social Care and Public Health	Bernie Flaherty
16	CCTV	Environment and Highways Public Protection and Licensing	Raj Mistry
17	Child poverty	Adult Social Care and Public Health Children's Services	Sarah Newman Bernie Flaherty
18	Child Protection	Children's Services	Sarah Newman
19	Childhood Obesity	Adult Social Care and Public Health Children's Services	Sarah Newman Bernie Flaherty

20	City for All	Leader of the Council	Stuart Love
21	City Inspectors	Public Protection and Licensing	Raj Mistry
22	Combating Long Term Unemployment	Business and Planning	Debbie Jackson
23	COVID-19 response and city renewal	Leader of the Council	Stuart Love
24	Clinical Commissioning Groups	Adult Social Care and Public Health	Bernie Flaherty
25	Climate Emergency	Leader of the Council	Raj Mistry
26	Commercial Opportunities	Finance, Property and Regeneration	Gerald Almeroth
27	Community Cohesion	Community Services and Digital	Raj Mistry
28	Community Engagement	Community Services and Digital Business and Planning (Neighbourhood Forums/ Amenity Societies)	Lesley Seary Debbie Jackson
29	Community Infrastructure Levy	Business and Planning	Lesley Seary/ Debbie Jackson
30	Corporate Parenting	Children's Services	Sarah Newman
31	Corporate Services	Finance, Property and Regeneration	Gerald Almeroth
32	Council Budget & Financial Management	Finance, Property and Regeneration	Gerald Almeroth
33	Council Management	Leader of the Council	Stuart Love
34	Council Tax	Finance, Property and Regeneration	Stuart Love Gerald Almeroth
35	Counter-terrorism	Leader of the Council	Stuart Love Raj Mistry
36	Crossrail 1 and 2	Business and Planning	Debbie Jackson
37	Customer Services	Community Services and Digital	Gerald Almeroth
38	Cycling	Environment and Highways	Raj Mistry Debbie Jackson
39	Debt Management	Finance, Property and Regeneration	Gerald Almeroth
40	Devolution	Leader of the Council	Stuart Love

41	Encouraging social enterprise	Business and Planning	Debbie Jackson
43	Equalities	Leader of the Council	Lee Witham/ Stuart Love
44	Family Recovery / Troubled Families	Children's Services	Sarah Newman
45	Fostering and Adoption	Children's Services	Sarah Newman
46	Education	Children Services	Sarah Newman
47	Freedom Pass	Adult Social Care and Public Health	Bernie Flaherty
48	Gangs & Youth Violence	Children's Services Public Protection and Licensing	Sarah Newman Raj Mistry
49	GP Quality & Performance	Adult Social Care and Public Health	Bernie Flaherty
50	Green Spaces & Parks	Environment and Highways	Raj Mistry
51	Growth and Economic Development	Business and Planning	Debbie Jackson
52	Public Health	Adult Social Care and Public Health	Bernie Flaherty
53	Healthwatch Westminster	Adult Social Care and Public Health	Bernie Flaherty
55	Homelessness / Rough Sleeping	Public Protection and Licensing Housing Services	Raj Mistry/Debbie Jackson
56	Housing Revenue Account	Housing Services Finance, Property and Regeneration	Debbie Jackson Gerald Almeroth
57	Housing Strategy & Housing Renewal	Housing Services Finance, Property and Regeneration	Debbie Jackson
58	Housing Service	Housing Services	Debbie Jackson
59	Health & Wellbeing Strategy and the Sustainability and Transformation Plan (STP)	Adult Social Care and Public Health	Stuart Love Bernie Flaherty
60	Digital Strategy	Community Services and Digital	Gerald Almeroth
61	Information Technology Strategy	Community Services and Digital	Gerald Almeroth
62	Integrated Business Centre	Finance, Property and Regeneration	Gerald Almeroth
63	Legal Services	Finance, Property and Regeneration	Tasnim Shawkat
64	Libraries	Children's Services	Sarah Newman

65	Licensing	Public Protection and Licensing	Raj Mistry
66	Local Government Finance	Finance, Property and Regeneration	Gerald Almeroth
67	London Plan	Business and Planning	Lesley Seary/Debbie Jackson
68	Protests & demonstrations	Leader Public Protection and Licensing	Raj Mistry
69	Managing the public realm	Business and Planning Environment and Highways	Debbie Jackson Raj Mistry
70	Utility Companies	Environment and Highways	Raj Mistry
71	Mayor of London & London Governance	Leader of the Council	Stuart Love
72	Natural Environment	Environment and Highways	Raj Mistry
73	Neighbourhood Forums	Business and Planning	Lesley Seary
74	Ward budgets	Community Services and Digital	Richard Cressey
75	Overcrowding (Housing)	Housing Services	Debbie Jackson
76	Parking services and enforcement	Environment and Highways	Raj Mistry
77	Development Planning	Business and Planning	Debbie Jackson
78	Policing	Public Protection and Licensing	Raj Mistry
79	Policy and Scrutiny	Leader of the Council	Richard Cressey
80	Preventing Re-offending	Public Protection and Licensing	Raj Mistry
81	Procurement	Finance, Property and Regeneration	Gerald Almeroth
82	Corporate Property	Finance, Property and Regeneration	Gerald Almeroth
83	Tenancy Agreements (residential)	Housing Services	Debbie Jackson
84	Public Conveniences	Environment and City Management	Raj Mistry
85	Queens Park Community Council	Community Services and Digital	Lesley Seary
86	Royal Parks	Leader of the Council	Raj Mistry Debbie Jackson

87	School Meals	Children's Service	Sarah Newman
88	School Nursing	Adult Social Care and Public Health Children's Services	Bernie Flaherty Sarah Newman
89	Sexual Health	Adult Social Care and Public Health	Bernie Flaherty
90	Short Term Lets	Public Protection and Licensing	Raj Mistry
91	City Promotions, Events and Filming	The Leader of the Council	Lesley Seary
92	Special Needs Provision	Children's Service	Sarah Newman
93	Specialist Housing Strategy for Older People	Adult Social Care and Public Health Housing Services	Bernie Flaherty Debbie Jackson
94	Sports & leisure services	Community Services and Digital	Raj Mistry
95	Staffing	Finance, Property and Regeneration	Stuart Love: Lee Witham
96	Street Entertainment	Public Protection and Licensing	Raj Mistry
97	Street Management	Public Protection and Licensing	Raj Mistry
98	Substance misuse	Adult Social Care and Public Health	Bernie Flaherty
99	Support for small businesses	Business and Planning	Debbie Jackson
100	Supporting carers	Adult Social Care and Public Health	Sarah Newman Bernie Flaherty
101	City Plan	Business and Planning	Lesley Seary
102	Transport for London	Environment and Highways	Raj Mistry
103	Bi-borough	Leader of the Council	Stuart Love
104	Violence Against Women & Girls	Public Protection and Licensing Adult Social Care and Public Health	Raj Mistry Bernie Flaherty
105	Voluntary sector and community support, inc Westminster Connects	Community Services and Digital	Debbie Jackson
107	West End Partnership	Leader of the Council	Stuart Love
108	Oxford Street District	Leader of the Council Finance, Property and Regeneration	Debbie Jackson
109	Emergency Planning	Leader of the Council	Raj Mistry

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City of Westminster

Full Council

Date:	11 November 2020
Classification:	For General Release
Title:	Programme of Meetings 2021/2022 and Future Budget Setting
Wards Affected:	N/A
Financial Summary:	There are no financial implications
Report of:	Director of Law

1. Executive Summary

- 1.1 The programme of meetings for 2021/22 has been drafted broadly in accordance with the pattern previously agreed.
- 1.2 The report also sets out proposals to amend when full council in future years receives a speech by the Leader of the Council on council priorities and financial aims and considers annual estimates together with corresponding changes required to the relevant council meeting procedures

2. Recommendations

- 2.1 That the Council be recommended to approve the dates of full Council Meetings, as follows: 12 May 2021 (Annual), 23 June 2021, 22 September 2021, 10 November 2021, 19 January 2022, 2 March 2022 (Budget Setting), 18 May 2022 (Annual).
- 2.2 That Full Council agree to revert to considering the budget proposals for each forthcoming fiscal year at an extraordinary meeting in March and agree the associated changes to the council meeting procedure rules as set out in Appendix B.
- 2.3 That the Programme of other formal Meetings set out in Appendix A be approved.

3. Background Information

Programme of Meetings 2021/22

- 3.1 The General Purposes Urgency Sub-Committee has previously agreed that the programme of meetings be prepared having regard to the following basic principles:

Mondays: Cabinet

Tuesdays: Planning

Wednesdays: Council Meetings/Group Meetings/other Committee meetings

Thursdays: Licensing meetings daytime. Where other meetings cannot be programmed to avoid a clash these have been placed on Thursdays. The Member Development Programmes have generally been placed on Thursdays.

This strategy allows for a more consistent approach and has in recent years seemed to work well.

- 3.2 The programme reflects 5 meetings for each of the Policy and Scrutiny Committees. Normally 6 of these meetings are programmed, however it is recommended it be reduced for this municipal year to 5 due to the Local Elections scheduled for 5 May 2022. The Committees are empowered by Standing Orders to arrange further meetings or to otherwise amend the programme if required by the needs of their work programme. Three meetings of the Licensing Committee and two meetings of Planning and City Development Committee have been programmed.
- 3.3 The programme includes provision for the Discretionary Housing Panel and the Rating Advisory Panel to meet on a programme basis. The programmes have been developed having regard to the expected weight of business in each case.
- 3.4 Dates for the Member Development Programme cover 8 sessions per annum to enable Members to allocate diary space for these.

Future Budget Setting

- 3.5 Cabinet has considered two update reports (13 July and 28 October) on the council's medium-term financial position in order to inform the business and financial planning round for 2021/22. The reports outlined that the Covid-19 pandemic has had a considerable impact on the council and the City of Westminster. The papers assessed the current financial impact result of Covid-19 and reviewed other key financial assumptions together with national and local policy issues that the Council need to consider in making its plans for the period.

The reports also set out an approach for the budget process that takes account of these and the requirement to identify savings options that fit within the overall policy and financial framework aligning resources to the Council's key policy objectives set out in the City for All. It was recognised that the current financial and economic conditions are continually changing as well as the government response to this.

- 3.6 Cabinet agreed the budget process approach set out in the reports whereby the budget proposals for 2021/22 and the medium-term financial plan would be developed and scrutinised over the autumn and winter before being presented to full council for determination in March next year.
- 3.7 To facilitate this it was agreed to change the programme of council meetings for 2020/21 so that the extraordinary budget meeting scheduled for the 11 November reverted to an ordinary meeting and that the meeting scheduled for the 3 March 2021 was amended to receive the Leader's Speech and consider budget proposals for the following fiscal year.
- 3.8 The Executive Director for Finance and Resources recommends that full council revert to considering the budget proposals for each forthcoming fiscal year at an extraordinary meeting in March.
- 3.9 If this recommendation is adopted it will be necessary to make minor adjustments to the council meeting procedures, which currently provide for the Leader's Speech, which set out the Council's aims and objectives for the following year, and consideration of budget proposals to be held at an extraordinary meeting in November each year. The proposed changes to the relevant Standing Order are shown as track changes in Appendix B.

4. Legal Implications

- 4.1 The Programme of Council Meetings allows the council to take decisions in accordance with statutory requirements.
- 4.2 The programme of Cabinet meetings is included in the programme for illustrative purposes. The Leader of the Council is responsible for approving the programme for these meetings.
- 4.3 The function of calculating the City Council's budget requirement and the City Council's element of the Council Tax, and the function of setting the Council Tax, are the responsibility of the full Council. The formal Council Tax resolution may only be adopted once the relevant information from the precepting authorities has been received. Section 30(6) of the Local Government Finance Act 1992 provides that the council has to set its budget before 11 March in the financial year preceding the one in respect of which the budget is set

5. Financial Implications

5.1 No financial implications.

6. Consultation

6.1 The Programme of Meetings has been circulated to the Party Whips and adjustments made where requested. No outstanding issues remain as a result of this consultation.

6.2 The Chairmen of the Policy and Scrutiny Committees and other committees have also been consulted and again no issues are outstanding.

If you have any queries about this Report or wish to inspect any of the Background Papers please contact Reuben Segal: 7641 3160

Email: rsegal@westminster.gov.uk

BACKGROUND PAPERS

- None

Council – 12 May 2021, 23 June 2021, 22 September 2021, 10 November 2021, 19 January 2022, 2 March 2022, 18 May 2022

Cabinet – 10 May 2021, 12 July 2021, 20 September 2021, 11 October 2021, 13 December 2021, 31 January 2022, 28 March 2022

Licensing Committee – 7 July 2021, 24 November 2021, 23 March 2022

Planning & City Development Committee – 27 October 2021, 30 March 2022

General Purposes – 15 June 2021, 2 November 2021, 22 February 2022

Scrutiny Commission – 21 June 2021, 22 November 2021, 9 February, 23 March 2022

Adults and Children's Services P&S – 14 June 2021, 27 September 2021, 8 November 2021, 24 January 2022, 21 March 2022

Environment, Highways and Public Protection P&S – 9 June 2021, 6 October 2021, 17 November 2021, 26 January 2022, 17 March 2022,

Housing, Finance and Regeneration P&S – 2 June 2021, 30 September 2021, 24 November 2021, 20 January 2022, 29 March 2022,

Community Services, Business and Planning P&S – 19 July 2020, 7 October 2021, 29 November 2021, 2 February 2022, 31 March 2022

Health & Wellbeing Board – 27 May 2021, 15 July 2021, 7 October 2021, 25 November 2021, 27 January 2022, 31 March 2022

Standards Committee – 1 July 2021, 4 November 2021, 7 April 2022

Audit and Performance – 17 June 2021, 14 July 2021, 29 September 2021, 1 December 2021, 16 February 2022, 13 April 2022

Pension Fund Committee – 24 June 2021, 28 October 2021, 9 December 2021, 10 March 2022

Discretionary Housing Payments Panel – 1 June 2021, 6 July 2021, 14 September 2021, 12 October 2021, 16 November 2021, 11 January 2022, 8 February 2022, 22 March 2022, 26 April 2022

Ratings Panel – 8 June 2021, 13 July 2021, 21 September 2021, 26 October 2021, 7 December 2021, 25 January 2022, 8 March 2022, 19 April 2022

Cabinet CIL Committee – 5 July 2021, 4 October 2021, 7 February 2022, 4 April 2022

Member Development – 3 June 2021, 9 September 2021, 14 October, 18 November 2021, 13 January 2022, 10 February 2022, 24 March 2022, 21 April 2022

9.21. Annual Estimates and the Making of the Council Tax

- (1) The Chief Executive and the City Treasurer shall prepare draft Annual Estimates in consultation with the respective Chief Officers in a form and to a timetable approved by the Leader. The draft estimates and the Chief Officers' reports thereon shall be submitted to a meeting of the Cabinet. The estimates of Cabinet Members and Committees shall be based upon limits of expenditure to be set by the Cabinet after considering the Chief Executive and the City Treasurer's forecasts of Cabinet Members and Committees' requirements.
- (2) The Cabinet shall submit to an Extraordinary Meeting of the Council in ~~November~~ **March** of each year a report including recommendations in respect of the reception of a Speech by the Leader of the Council on Council priorities and financial aims; estimates of income and expenditure. Other business shall be included on the agenda if in the opinion of the Chief Executive a decision of the Council is required before the next ordinary meeting of the Council. A report shall also be submitted by the Cabinet to Council in **March** each year setting out for consideration by the Council the Cabinet's recommendation on the amount of the Council Tax charge.
- (3) At the ~~November~~ **March** meeting of the Council at which the report and recommendations of the Cabinet as to the items in (2) above are being considered, Standing Order 11 (consideration of reports to Council), Standing Order 12(1)(m) (motion to extend sitting), Standing Order 14 (conduct of debate), and Standing Order 19 (termination of meeting) shall be varied so that:
 - (a) the debate on recommendations in respect of the Leader's Speech, and the Budget Proposals be terminated at 9.45pm and the recommendations then immediately put to the vote.
 - (b) the Leader of the Council (or their nominee) in introducing the report of the Cabinet on the Budget Proposals to make a Leader's Speech for up to 20 minutes and then the Leader of the Opposition (or their nominee), in responding to the Leader of the Council's Speech to speak for up to 20 minutes; the Cabinet Member for Finance will then speak for up to 10 minutes with a Member nominated by the Minority Party responding for up to 10 minutes.
 - (c) there be one general debate on the Leader's Speech, and the Budget;
 - (d) at 9.35pm the Leader of the Council to reply to the debate for up to 10 minutes.