

# Leaders' Committee AGM

## Committee Meeting Dates 2022-24

Item no: 15

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**Summary:** This report outlines proposals for recalibrating London Councils Leaders' Committee meetings and those of its Executive from June 2022 onwards with the objective of making the best use of members' time and get the greatest impact from collaboration, thereby maximising the opportunities for advancing the collective interests of London Local Government in line with London Councils Shared Ambitions.

It also sets out the schedule of dates for other London Councils joint committees and their sub-committees.

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**Recommendations:** Leaders' Committee is asked to:

- consider the proposals for recalibrating its meetings and those of its Executive as set out in the body of the report.
- Subject to the above, agree a schedule of dates for meetings of Leaders' Committee and Leaders' Committee Executive as set out in Appendix 1, either with or without modifications.
- Note the proposed dates for meetings of the Audit Committee, Transport and Environment Committee and Executive, Grants Committee and Executive, Greater London Provincial Council, Greater London Employment Forum, Committee for 2022/23 and YPES as set out in Appendix 2.

## **London Councils Leaders' Committee and Leaders' Executive Committee Meeting Dates 2022-24**

### **Introduction**

1. Over the summer of 2021, the Group Leaders of London Councils reflected on their ambitions for London & Londoners. Their reflections and what it means for how London Councils works in the future is encapsulated in the "Shared Ambition for London Councils" which was launched on 25<sup>th</sup> October 2021.
2. One of its key strands is Political leadership based on shared values – agenda setting, convening and telling London's story.
3. In furtherance of this, Executive Officers and some other Leaders asked officers to consider how the cycle and use of London Councils committee meetings can be adapted to make the best use of members' time and get the greatest impact from collaboration and thereby maximise the opportunities for advancing the collective interests of London local government. Members expressed a range of views on this which this paper responds to.

### **Governance Structure of London Councils' committees**

4. There are three principal decision-making joint committees that come under the aegis of London Councils: Leaders' Committee, Transport and Environment Committee (TEC) and Grants Committee. Each of the three joint committees also has a separate Executive. The joint committees have established associated formal sub-committees and informal working groups.
5. The current cycle of committee meetings for each of the joint committees and their Executives are as follows: Leaders six times per year, TEC four times per year (with four TEC Executive meetings) and Grants three times per year (with two Grants Executive meetings per year).
6. There are currently six Leaders' Committee meetings in a calendar year and six Executive meetings. Leaders' Committee is London Councils' main decision-making

body and each borough is represented on the Committee by their Leader<sup>1</sup>. The Executive is a sub-committee of Leaders' Committee which includes the appointment of members to lead on particular policy areas<sup>2</sup>. The Committees currently meet on alternative months (except March and June where there are meetings of both the Executive and Leaders' Committee at present), with the Executive often considering items in advance of Leaders' Committee and submitting recommendations for consideration and agreement.

## **Maximising the opportunities for advancing the collective interests of London local government**

7. In developing the proposals set out in this paper an emphasis has been placed on:

- Taking account of the previous feedback from Elected Officers and some other Leaders
- Building upon the lessons learned during the Covid-19 Pandemic on how Leaders collaborated most effectively across London in order to be able to respond to fast-moving issues and events
- the importance and need for greater collaboration between the 32 London Boroughs and the City of London and the Mayor of London on strategically significant issues such as Levelling Up and the role of London local authorities in decision-making and spending of UK Shared Prosperity Fund (UKSPF).

8. This has resulted in the development of a set of design principles that inform the proposals. These are:

- That formal meetings should only be held when required such as the Annual General Meeting or to approve the budget(s) or policies
- Create more space where informal engagement is more appropriate such as to discuss sensitive and/or emerging issues

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<sup>1</sup> For the City of London, it is the Chair of the Policy & Resources Committee

<sup>2</sup> Portfolio Leads lead on securing cross borough, cross-party agreement to London Councils' policy and positioning in the relevant policy/service area through engagement with relevant London Borough portfolio holders; drive the implementation of agreed policies for the portfolio and communicate with key partners, including membership of Mayoral Boards and other bodies, to ensure that London Councils' positions and services are widely understood and positively promoted.

- Adapt Elected Officers' meetings<sup>3</sup> from time to time as business needs require to include relevant portfolio holders for specific items
- Use the existing days/time of committee meetings more flexibly as opposed to holding fewer or more meetings. It is recognised that members' time is limited.

### **Proposals for Leaders' Committee and Leaders' Executive Committee meetings**

9. Based on the design principles the following meeting programmes are proposed:

Leaders' Committee:

- x 3 formal committee meetings (AGM, approval of budgets and policies)
- x 2 informal meetings (e.g., awaydays, workshop etc)

Leaders' Executive:

- x 2 formal committee meetings (pre-audited financial outturn, audited accounts)
- x 4 informal committee meetings

It is proposed to extend the time for Executive meetings to 2.5 hours (9:30am-12noon) based on feedback and business need.

The proposals also include holding, as previously, breakfast or evening reception 'horizon scanning' meetings through the year hosted by the City of London with government representatives/expert speakers (dates tbc).

10. A schedule of proposed dates for each of the programmes above are set out in Appendix 1.

### **Format/Status of Meetings**

11. The feedback from London local authorities to the Government's Call for Evidence on remote meetings included that virtual committee meetings had increased participation in many ways by reducing the requirement for members, officers and the public to travel to meetings and the ability to watch live or watch back from any location.

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<sup>3</sup> Following the standing down of London Councils Pandemic Steering Committee Meetings, Elected Officers have repurposed the dates of the fortnightly meetings as the basis for additional engagement with officers.

12. London Councils' committees are joint committees<sup>4</sup> and like all local authorities and bodies which operate as a joint committee must, since the expiry of the Regulations<sup>5</sup> made under section 78 of the Coronavirus Act 2020, hold their meetings "in person" for their decisions to be valid.
13. It is proposed that until such time as new legislation is passed to allow for any business including decisions to be transacted other than by attendance by members "in person", formal meetings of Leaders' committee and its Executive should take place at London Councils' offices but include a hybrid element so that members who due to exceptional circumstances are unable to attend "in person" can participate virtually and express views, although only those in the room would be able to vote on any required decisions.
14. Informal committee meetings and other forms of collaboration can be held either 'in person', virtually or in a hybrid format and will be determined and communicated following consideration and consultation of the purpose and practicalities of the event.

### **Schedule of meeting dates for other London Councils' member groupings**

15. Appendix 2 to this report sets out the schedule of dates for meetings of the other London Councils' member groupings: Transport and Environment Committee and Executive, Grants Committee and Executive, Greater London Provincial Council, Greater London Employment Forum for 2022/23 and YPES. It also includes those of the Audit Committee, which is a sub-committee of the Leaders' Committee.
16. This schedule follows the pattern established in previous years after discussion with the party groups.

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<sup>4</sup> set up in pursuance of arrangements made under section 101 (5), 101 (5B), 102, 111, 112, 113, 141 and 142 Local Government Act 1972; section 1 Local Authorities (Goods and Services) Act 1970; section 9 Local Government Act 2000 and the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012.

<sup>5</sup> The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No. 392

## **Recommendations**

Leaders Committee is asked to:

- consider the proposals for recalibrating its meetings and those of its Executive as set out in the body of the report.
- Subject to the above, agree a schedule of dates for meetings of Leaders' Committee and Leaders' Committee Executive as set out in Appendix 1, either with or without modifications.
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## **Financial Implications**

There are no direct financial implications for London Councils.

## **Equalities Considerations**

There are no direct equalities considerations for London Councils arising from this report.

## **Legal Implications**

There are no legal implications for London Councils arising from this report.

## **Appendix 1 – Proposed schedule of meeting dates for London Councils' Leaders' Committee and Leaders' Committee Executive**

## **Appendix 2 – Proposed meeting schedule of TEC, Grants, Audit Committee, GLPC, GELF and YPES**

**LONDON COUNCILS' LEADERS AND EXECUTIVE MEETING DATES – 2022 – 2024**

**Formal Meetings**

**Informal Meetings (tbc)**

<b>Leaders Committee 11:30am – 1.30pm</b>	<b>Executive - 9.30am – 12noon</b>
<b>2022</b> 7 June (AGM) 2022 12 July 2022 (& LC Ltd AGM – TBC) 4 October 2022 13 December 2022	<b>2022</b> 21 June 2022 (& LC Ltd Board) 13 September 2022 8 November 2022
<b>2023</b> 7 February 2023 6 June 2023 (AGM) 11 July 2023 3 October 2023 12 December 2023	<b>2023</b> 17 January 2023 7 March 2023 23 May 2023 20 June 2023 12 September 2023 7 November 2023
<b>2024</b> 13 February 2024	<b>2024</b> 16 January 2024 5 March 2024

## LONDON COUNCILS COMMITTEE MEETING DATES – 2022/23

<p><b>Grants Committee - 11:00am – 1.00pm</b>  <b>2022</b>  13 July 2022 (AGM)  23 November 2022</p> <p><b>2023</b>  15 March 2023  12 July 2023 (AGM)  22 November 2023</p> <p><b>Grants Executive 3:00pm – 5:00pm</b>  <b>2022</b>  21 September 2022</p> <p><b>2023</b>  1 March 2023  20 September 2023</p> <p><b>TEC - 2:30pm – 5.00pm</b>  <b>2022</b>  9 June 2022 (AGM)  13 October 2022  8 December 2022</p> <p><b>2023</b>  23 March 2023</p> <p><b>TEC Exec - 10:00am – 12noon</b>  <b>2022</b>  14 July 2022  8 September 2022  17 November 2022</p> <p><b>2023</b>  9 February 2023</p>	<p><b>Audit Committee – 10.30am – 12noon</b>  <b>2022</b>  16 June 2022  15 September 2022</p> <p><b>2023</b>  16 March 2023</p> <p><b>Greater London Employment Forum (GLEF)</b>  <b>10.00am – 12.30pm</b>  <b>2022</b>  19 July 2022 (AGM)</p> <p><b>2023</b>  23 February 2023  18 July 2023 (AGM)</p> <p><b>Greater London Provincial Council (GLPC)</b>  <b>10.00am – 12.30pm</b>  <b>2022</b>  18 October 2022 (AGM)</p> <p><b>2023</b>  18 May 2023  19 October 2023 (AGM)</p> <p><b>Young People’s Education and Skills Board (YPES) – 3.00p. – 5.00pm</b>  <b>2022</b>  23 June 2022  20 October 2022</p> <p><b>2023</b>  23 February 2023  22 June 2023</p>
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