

## Minutes

OF THE MEETING OF THE COUNCIL OF THE LONDON BOROUGH OF BARNET held at The Town Hall, Hendon, NW4, on Tuesday, 1 March , 2005

### PRESENT:

- \*The Worshipful the Mayor (Councillor Wendy Prentice)
- \*The Deputy Mayor (Councillor Brian Coleman, AM, FRSA)

### Councillors:

*Steve Blomer	*Arun Ghosh BSc BVSC AH	*Susette Palmer BA (Hons)
*Maureen Braun	Mphil CBIOL MIBIOL,	*Kanti Patel MBE, MCI, MCI
*Fiona Bulmer	MAPHV, MRSM	FFB, MCMI
*Terry Burton	*Brian Gordon, LL.B	*Barry Rawlings
*Anita Campbell	*Eva Greenspan BA, LL.B	*Colin Rogers
*Wayne Casey BA (Hons)	*Christopher Harris	*Paul Rogers
MIIA	*Helena Hart	*Brian Salinger
*Danish Chopra	*Lynne Hillan	*Gill Sargeant
*Jack Cohen	*Sean Hooker, BA (Hons)	*Joan Scannell
*Melvin Cohen	*Daniel Hope	*Alan Schneiderman
*Katia David BSc, MBA, JP	* Anne Hutton	*Gerard Silverstone
*Jeremy Davies BA (Hons),	*Mark Langton	* Agnes Slocombe
CPFA	*Malcolm Lester FCCA	*Ansuya Sodha MBA (Middx)
*Peter Davis Ctext, FTI,	*Victor Lyon, BA (Hons)	DipM (CIM), Cert Ed
FCFI	Kitty Lyons	*Susan Steinberg
*Aba Dunner MCIJ	*John Marshall	*Leslie Sussman, MBE
*Kevin Edson	*Linda McFadyen	*Andreas Tambourides
*Olwen Evans ACIS	*Kath McGuirk	*Soon-Hoe Teh
*Claire Farrier	*David Mencer	*Jim Tierney
*Anthony Finn B.Sc (Econ)	*Alison Moore	Allan Turner
FCA	Jazmin Naghar	*Phil Yeoman
*Mike Freer	*Robert Newton	Vacancy
Vanessa Gearson BA	*Matthew Offord	
AKC, PhD	* Monroe Palmer OBE FCA	

\*denotes Member present

### 136. APOLOGIES FOR ABSENCE (Agenda Item 1):

Apologies for absence were received from Councillors Kitty Lyons and Allan Turner who was ill, and for lateness from Councillors Paul Rogers and Kath McGuirk.

### 137. PRAYER (Agenda Item 2) :

The Mayor's Chaplain offered prayer.

### 138. MINUTES OF MEETING HELD ON 18 JANUARY, 2005 (Agenda Item 3):

**RESOLVED – That the minutes of the Meeting of the Council held on 18 January, 2005, be approved.**

**139. SUSPENSION OF COUNCIL PROCEDURE RULES:**

The Worshipful the Mayor, under the provisions of Council Procedure Rule 14, moved suspension of the provisions of Council Procedure Rule 3.2 to allow 30 minutes for Part 1 business as there were a number of items to be dealt with. This was duly seconded. Upon being put to the vote.

**RESOLVED – That the provisions of Council Procedure Rule 3.2 be suspended to allow 30 minutes for Part 1 business.**

**140. OFFICIAL ANNOUNCEMENTS (Agenda Item 4):**

A minute's silence was held to mark the death, on 14 January, 2005, of former Councillor Leslie Pym, CBE, AIB, Past Mayor, Past Leader of the Council of the London Borough of Barnet.

The Worshipful the Mayor referred to the retirement, from the Council's service after ten years, of Anne Lippitt, Director of Economic and Community Development and, on behalf of the Council wished her a very happy retirement.

Additionally, The Council's best wishes for a happy retirement were also recorded in respect of John Ward, Special Projects Officer, who would also be retiring from the Council's Service after 16 years.

**141. SUSPENSION OF COUNCIL PROCEDURE RULES**

The Worshipful the Mayor, under the provisions of Council Procedure Rule 14, moved suspension of Council Procedure Rules 3.2, to enable a motion to be moved and debated. This was duly seconded. Upon being put the vote:

**RESOLVED – That the provisions of Council Procedure Rule 3.2 be suspended to allow a motion to be moved and debated.**

**142. RETIREMENT OF MR ROY GODDARD, HEAD OF COMMITTEE AND SPECIAL PROJECTS**

The Worshipful the Mayor moved a motion in respect of Mr Roy Goddard, Head of Committee and Special Projects, which was duly seconded. Debate ensued. On being put to the vote the motion was declared carried.

**RESOLVED – This Council, mindful of the valuable services which Mr Roy Goddard, Head of Committee and Special Projects, has rendered to the Council for over 40 years, wishes to place on record its great appreciation. Council recognises the exemplary way he has carried out his duties in a professional and friendly manner and is grateful for the advice he has given over those years to Members of all political parties. The Council wishes Mr Goddard a long and happy retirement and instructs the Chief Executive to arrange for the Council's resolution of appreciation to be engrossed on vellum and presented to him.**

**143. DECLARATIONS OF INTEREST (Agenda Item 5):**

Councillor Brian Coleman, Deputy Mayor, declared a personal but non-prejudicial interest in Agenda item 8, Report of Cabinet, Budget and Council Tax 2005/06 as he was a Greater London Authority Member in receipt of a salary.

Councillor Barry Rawlings declared a personal and prejudicial interest in the same item because he worked for a charity that could apply for a grant. Councillor Rawlings left the meeting whilst this aspect of the budget was considered and voted upon.

**144. MAYOR DESIGNATE 2004/2005 (agenda Item 7):**

Upon the Mayor calling for nominations for election of Mayor of the London Borough of Barnet for 2005/2006:

Moved by Councillor Lynne Hillan, duly seconded:

That Councillor Andreas Tambourides be proposed for appointment as Mayor of the London Borough of Barnet at the Annual Meeting of the Council on 17 May 2005.

Upon the nomination being put

**RESOLVED – That Councillor Andreas Tambourides be formally proposed and seconded at the Annual Meeting of the Council on 17 May 2005 for appointment as Mayor.**

**184. LENGTH OF SPEECHES:**

The Mayor sought and obtained the Council's consent to suspend the requirements of Council Procedure Rule 40.1 to permit the Leader of the Council and Councillors Phil Yeoman, Monroe Palmer and Anthony Finn to speak for a time in excess of four minutes on the motion for the reception of the report of the Cabinet (Agenda Item 8, Council Budget 2005/2006).

**185. REPORT OF CABINET, 21 FEBRUARY 2005 – COUNCIL BUDGET 2005/2006 (Agenda items 8 and 11.1. 7,11.1.8 AND 11.1.9):**

The report of the Cabinet meeting held on 21 February 2005, with the following recommendations, was received:

**RESOLVED TO RECOMMEND –**

*Revenue Budget and Council Tax*

**1. That: -**

- (a) the forecast revenue outturn for the year 2004/5 and the estimates of income and expenditure for 2005/6 be approved; and
- (b) in approving the estimates of expenditure and income for 2005/6, Council notes that balances will be increased by £3m and the self-insured provision will be increased by £0.5m.

**2. That it be noted that the Borough Treasurer under his delegated powers has calculated the amount of 135, 353 (band D equivalents) as Council Tax base for the year 2005 – 6 in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 made under Section 33(5) of the Local Government Finance Act 1992.**

**3. That the following amounts be now calculated by the Council for the year 2005-6 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:-**

- (a) £689,398,070 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act;
- (b) £318,061,840 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act;
- (c) £371,336,230 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year;
- (d) £237,164,170 being the aggregate of the sums which the Council estimates will be payable for the year into its general fund in respect of redistributed non-domestic rates, revenue support grant or additional grant increased or reduced (as appropriate) by the amount of the sums which the Council estimates will be transferred in the year from:-
  - (i) its collection fund to its general fund and;
  - (ii) its general fund to its collection fund in accordance with Sections 97(3) and (4) and 98 (4) and (5) respectively of the Local Government Finance Act 1988;

- (e) £991.28 being the amount at 3(c) above less the amount at 3(d) above, all divided by the amount at above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year 2005-2006;

<u>Valuation Bands</u>							
A	B	C	D	E	F	G	H
£660.85	£771.00	£881.14	£991.28	£1,211.56	£1,431.85	£1,652.13	£1,982.56

being the amounts given by multiplying the amount at 3(e) 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 is 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.

4. That it be noted that for the year 2005-6 the Greater London Authority has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of the dwellings shown below:-

<u>Valuation Bands</u>							
A	B	C	D	E	F	G	H
£169.75	£198.04	£226.33	£254.62	£311.20	£367.78	£424.37	£509.24

5. That, having calculated the aggregate in each case of the amounts at 3(e) and 4 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2005/6 for each of the categories dwellings shown below: -

<u>Valuation Bands</u>							
A	B	C	D	E	F	G	H
£830.60	£969.04	£1,107.47	£1,245.90	£1,522.76	£1,799.63	£2,076.50	£2,491.80

6. (i) That in accordance with Section 38(2) of the Act the Chief Executive be instructed to place a notice in the local press of the amounts set under recommendation 2.5 above pursuant to Section 30 of the Local Government Finance Act 1992 within a period of 21 days following the Council's decision.  
(ii) That the Borough Treasurer be authorised to apply to the ODPM for a transfer of cost between the HRA and General Fund if he considers it to be in the financial interest of the authority overall following the transfer of HRA benefits from the HRA to the General Fund.

*Housing Revenue Account and Rents*

7. That the Housing Revenue Account estimates for 2005-6 be approved.
8. That, with effect from Monday 4 April 2005:-
- The rent of all Council dwellings, with the exception of those included under Recommendation (1.9), be changed in line with the Government's proposals on rent restructuring outlined in this report, producing an average increase of 4.56%
  - The rents of all properties relet for whatever reason be moved upwards to the formula rent. Where formula rent is below actual rent no reduction will be made.
  - Service charges for all tenants of all flats and maisonettes based on the services they receive be increased to the following charges (per week, 48 week basis): -

Caretaking	£4.59
Caretaking Plus	£5.94
Block Lighting	£0.73
Grounds Maintenance	£0.47

and that a new charge of £0.60 per week (48 week basis) be introduced for a quarterly caretaking service to dispersed blocks.

(d) There shall be an increase of 10% on the charge for space and water heating

9. That, with effect from Monday 4 April 2005: -
- (a) The basic rents of dwellings in the Council's equity sharing scheme at Moorlands Avenue, NW7 be increased as follows:-
- Current basic rents of £2,004 to £2,097 per annum
  - Current basic rents of £1,848 to £1,932 per annum.
- (b) The net rents of dwellings in the equity share scheme at Friern Hospital be increased by 4.56%.

That, with effect from Monday 4 April 2005, the rents of Council garages be increased by 5%.

11. That the Chief Executive be instructed to take the necessary action including the service of the appropriate Notices.

**Performance Management Plans**

12. That the Performance Management Plans be approved.
13. That the Chief Officers be authorised to implement the detailed proposals set out in the Performance Management Plans within the resource constraints identified, in consultation with lead Members as appropriate.

**New Prudential Code and Borrowing Limits**

14. That the Prudential Indicators set out in Appendix D to the Cabinet Members' report approved to Council and that the Borough Treasurer be authorised to raise loans, as required, up to such borrowing limits as the Council may from time to time determine and to finance capital expenditure from financing and operating leases subject to:
- (i) the appropriate provision having been made in the estimates for 2005-2006;
- (ii) authorisation (where necessary) of the expenditure by the appropriate Government Department;
- (iii) a decision of the committee concerned or under delegated/urgency powers to incur the capital expenditure and that the Cabinet Resources be instructed to approve new projects up to the value of surplus resources outlined in this report, having regard to the priorities identified.

**Capital**

15. That the capital programmes be approved, and that the Chief Officers be authorised to take all necessary action to implement them.

The Head of Committee also reported two petitions from the "Barnet "It Aint Fair" Campaign To Lower Council Tax and Resume Borough Services in Association with the national Campaign "Is It Fair" Under the auspices of the Royal British Legion containing 3,271 and 212 signatures, respectively. An amendment in the name of Councillor Phil Yeoman was moved and duly seconded. Debate ensued. The amendment in the name of Councillor Phil Yeoman was put to the vote and declared lost.

An amendment in the name of Councillor Monroe Palmer was moved and duly seconded. Debate ensued. The amendment in the name of Councillor Monroe Palmer was put to the vote and declared lost.

Debate ensued on the substantive motion.

The Mayor indicated that she would take a separate vote on those elements of the budget that related to grants.

Upon the substantive motion being put to the vote it was

- (i) **RESOLVED – That the report and recommendations of the Cabinet be approved, with the exception of the Grants element of the budget.**

Councillors Barry Rawlings left the meeting.

- (ii) **RESOLVED – That the grants element of the budget be approved.**

**186. STATUTORY PROPER OFFICER: HEAD OF COMMITTEE (Report of the Head of Committee - Agenda item 11.1)**

**RESOLVED – That with effect from 1 April, 2005, John Marr, Democratic Services Manager be appointed Statutory Proper Officer for:**

- **All Head of Committee functions in the Constitution**
- **Members' declarations of acceptance of office**
- **Members' notice of resignation**
- **Giving notice of casual vacancies**
- **Convening Council to fill Mayoral casual vacancy**
- **Signing summonses for council meetings and receiving notices as to Members' addresses for summonses**
- **Receiving notification of political groups for the calculation of political balance**
- **Returning Officer for election of parent governor representatives to Committee**
- **Deposit of documents**
- **Certification and authentication of documents, notices, orders, byelaws, copy minutes.**

**This therefore, includes power to sign all formal documents such as traffic orders, requisitions for information, notification of public inquiry, notices connected with tree preservation orders, notices relating to budget, council tax, accounts inspection and audit, housing sales and other landlord issues.**

**187. MEMBERS' ALLOWANCES SCHEME 2005 – 2006 (Report of the Head of Committee – Agenda items 11.1 .3 and 11.1.9):**

**RESOLVED – That, having regard to the recommendations of the Independent Remuneration Panel:**

- (i) **the Members' Allowances Scheme attached to these minutes be approved for the period 1 April 2005 to 31 March 2006;**
- (ii) **Special Responsibility Allowance be allocated as follows:**
- (a) **All members of the Licensing Committee - Scale 7**
  - (a) **The Chairman of the Licensing Committee – Scale 6, in addition to the allowance as a committee member**
  - (b) **The five members of the Panel of Sub – Committee chairmen – Scale 5, in addition to the allowance as a committee member.**
- (ii) **that the definition of approved duty for the reimbursement of travel and subsistence expenses outside the borough be amended to include attendance at training courses arranged by the Council.**

**188. CHANGES TO COMMITTEE MEMBERSHIP (Report of the Head of Committee – Agenda items 11.1.3):**

**RESOLVED – that the following changes to memberships on the Committees indicated be approved:**

- **Councillor Joan Scannell in place of Councillor Aba Dunner on the Licensing Committee**

- **Councillor Monroe Palmer in place of Councillor Jeremy Davies as a substitute on the Special Committee (Constitution Review)**

**189. VACANCIES ON SCHOOL GOVERNING BODIES (Report of the Head of Committee - Agenda item 11.1.4)**

The Head of Committee's report set out details of the appointments or nominations to be made

Nominations in the names of Councillors Joan Scannell and Alison Moore were moved. Councillor Susette Plamer advised the Council that the Liberal Democrat Group would not be submitting nominations, pending the outcome of the review agreed at the last meeting (CI 14/12/04 – 113).

**RESOLVED –**

- (1) That the following persons be appointed or nominated as the case may require to fill the vacancies referred to for the period indicated:**

<b>P2.2</b>	<b>Barnet Hill JMI and Nursery School</b>	<b>Defer</b>
<b>VP33.1</b>	<b>Beis Yaacov Primary School</b>	<b>Defer</b>
<b>VP.04.1</b>	<b>Blessed Dominic RC School</b>	<b>Mr Jimi Odumosu</b>
<b>P.44.2</b>	<b>Broadfields Primary School</b>	<b>Dr P Bhattacharyya</b>
<b>P.44.;3</b>	<b>Broadfields Primary School</b>	<b>Defer</b>
<b>NP.46.2</b>	<b>Brookhill Nursery School</b>	<b>Defer</b>
<b>P.23.1</b>	<b>Brookland Infant and Brookland Junior Schools</b>	<b>Defer</b>
<b>P.10.3</b>	<b>Brunswick Park Primary School</b>	<b>Defer</b>
<b>P.25.2</b>	<b>Chalgrove Primary School</b>	<b>Mr Sheetal Nehra</b>
<b>P.29.1</b>	<b>Childs Hill School</b>	<b>Defer</b>
<b>P.11.2</b>	<b>Church Hill School</b>	<b>Defer</b>
<b>P.39.1</b>	<b>Courtland JMI School</b>	<b>Defer</b>
<b>P.41.1</b>	<b>Dollis Infant School</b>	<b>Defer</b>
<b>P.41.4</b>	<b>Dollis Infant School</b>	<b>Defer</b>
<b>P.43b.2</b>	<b>Edgware Junior School</b>	<b>Councillor Joan Scannell</b>
<b>P.40.1</b>	<b>Fairway Primary School</b>	<b>Mrs Gwen Brandon</b>
<b>P.24.3</b>	<b>Garden Suburb Infant and Garden Suburb Junior Schools</b>	<b>Mr Christopher Kellerman</b>
<b>P.45.2</b>	<b>Grasvenor Avenue Infant School</b>	<b>Defer</b>
<b>P.48.2</b>	<b>Hampden Way Nursery School</b>	<b>Defer</b>
<b>P.09.3</b>	<b>Monkfrith JMI School</b>	<b>Defer</b>
<b>SP.02.2</b>	<b>Northway School</b>	<b>Defer</b>
<b>SP.03.2</b>	<b>Oakleigh School</b>	<b>Defer</b>
<b>VP14.2</b>	<b>St Catherines RC JMI School</b>	<b>Defer</b>
<b>VP32.2</b>	<b>St Johns CE Primary, N11</b>	<b>Defer</b>
<b>VP.21a.1</b>	<b>St Johns NW4</b>	<b>Defer</b>
<b>VP.16.1</b>	<b>St Josephs RC Junior School</b>	<b>Defer</b>
<b>P.16.1</b>	<b>Summerside Primary School</b>	<b>Defer</b>
<b>P.33.1</b>	<b>The Hyde Primary School</b>	<b>Defer</b>
<b>P.50.4</b>	<b>The Orion Primary and Goldbeaters Primary Schools</b>	<b>Defer</b>
<b>P.1a.3</b>	<b>Underhill Infant School</b>	<b>Defer</b>
<b>P.27.3</b>	<b>Wessex Gardens Primary School</b>	<b>Defer</b>
<b>S.13.1</b>	<b>Whitefield School</b>	<b>Defer</b>

**190. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES (Report of the Head of Committee – Agenda Item 11.1.5 and 6):**

The Head of Committee’s report set out details of the appointments or nominations to be made.

Upon nominations in the names of Councillors Joan Scannell and Alison Moore, it was **RESOLVED – That the following persons be appointed or nominated as the case may be to fill the vacancies referred to for the period indicated:**

<b>VACANCY REFERENCE</b>	<b>PARTICULARS OF APPOINTMENT OR NOMINATION</b>	<b>PERSON APPOINTED OR NOMINATED</b>
1002	Almshouse Charities of Samuel Atkinson and Others	Defer
1167	Hampstead Garden Suburb Institute Council	Defer
	National Society for Clean Air and Environmental Protection	Mr Ray Phillips, Assistant Head of Environment Regulatory Services
	National Society for Clean Air and Environmental Protection	Mr David Norton

**191. STANDARDS COMMITTEE: INDEPENDENT MEMBERS (Report of the Borough Solicitor and Monitoring Officer – Agenda item 11.2.1)**

**RESOLVED – That the following persons be appointed as independent members of the Standards Committee:**

- Mr Stephen Ross, with immediate effect
- Mrs Susan Riddle, with effect from the Council’s Annual Meeting on 17 May, 2005.

**192. OMBUDSMAN’S REPORT – “MR BARKER” (Report of the Monitoring Officer – Agenda Item 11.2.2)**

**RESOLVED –**

- (1) That, having previously noted the contents of the Ombudsman’s report dated 4 February 2003 and 3 previous reports from the Monitoring Officer, the Council note the action taken as referred to in paragraph 7 of this report.
- (2) That the Council note the Ombudsman’s intention to issue a further report if the Council does not pay compensation without conditions.
- (3) That having taken account of these reports and the factors set out in paragraph 7, the Council make a decision to accept the Ombudsman’s recommendation that “the Council pay the complainant £136,166 to account for any losses to the child and his family, and to compensate the complainant for his time and trouble in pursuing his complaints”.
- (4) That the Borough Solicitor be instructed to inform the Local Government Ombudsman of the Council’s response to his recommendations.
- (5) That the Borough Solicitor be instructed to notify the solicitor acting for Mr and Mrs Barker and their son of the Council’s decision.

The meeting finished at 9.35 pm



LONDON BOROUGH OF BARNET  
MEMBERS' ALLOWANCES SCHEME  
2005/2006

The Scheme

This scheme is made by Barnet London Borough Council under the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) and the Local Government Pension Scheme and Discretionary Compensation (Local Authority (Members in England) Regulations 2003 ("the Regulations").

- 1.1 The scheme may be cited as the Barnet London Borough Council Members' Allowances Scheme and replaces the Scheme previously approved by the Council for 2004/2005.
- 1.2 It has effect for the period 1 April 2005 to 31 March 2006.
- 1.3 In this scheme,
  - 1.3.1 "councillor" means an elected member of the Council of the London Borough of Barnet.
  - 1.3.2 "year" means the twelve months ending with 31 March.
  - 1.3.3 "Co-optee" and "co-opted member" means a person not a councillor who is appointed by the Council to a committee discharging a statutory local authority function.
2. Basic Allowance
  - 2.1 A basic allowance of £8,500 shall be paid to each councillor.
  - 2.2 Payment of the basic allowance is subject to the conditions set out in sections 9, 10, 12 and 13.
3. Special Responsibility Allowance
  - 3.1 Allowances are payable to recognise the special responsibilities attached to certain positions to which councillors may be appointed. The allowances are graded in bands which are multiples of the basic allowance excluding the travel allowance.
  - 3.2 The bands, the multiples of the basic allowance which they represent, the positions concerned and the sums payable are set out in Schedule 1. During that period a councillor other than the Leader of the Council may receive more than one special responsibility allowance subject to a maximum equivalent to 2 times the basic allowance.
  - 3.3 Other conditions attached to the payment of special responsibility allowance are set out in sections 9, 10, 12 and 13.
4. Childcare and Dependent Carers' Allowance
  - 4.1 An allowance shall be payable to any councillor or co-opted member or member of an appeals committee established under the Education Act 1996 who incurs expenditure for the care of dependent relatives or children whilst undertaking the approved duties listed in section 4.3 below.

4.2 Dependent relatives and children are defined as:-

- children aged 15 years or less
- elderly relatives requiring full-time care
- relatives with disabilities who receive full-time care

4.3 The approved duties referred to in section 4.1 above are:-

- a) The attendance at a meeting of the authority or of any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee or sub-committee of such a body;
- b) The attendance at any other meeting, the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and at least one other local authority within the meaning of section 270(1) of the Local Government Act 1972, or a sub-committee of such a joint committee, provided that –
  - I. where the authority is divided into two or more political groups it is a meeting to which members of at least two such groups have been invited; or
  - II. if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited.
- c) The attendance at a meeting of any association of authorities of which the authority is a member;
- d) The attendance at a meeting of the executive or a meeting of any of its committees;
- e) The performance of any duty in pursuance of a standing order requiring a member or members to be present while tender documents are opened;
- f) The performance of any duty in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises;
- g) The performance of any duty in connection with arrangements made by the authority for the attendance of pupils at any school approved for the purposes of section 342 of the Education Act 1996 (approval of non-maintained special schools); and
- h) The carrying out of any other duty approved by the authority, or any duty of a class so approved, for the purposes of, or in connection with, the discharge of the functions of the authority or any of its committees or sub-committees.

4.4 The allowance shall be paid at the rate of £5.20 per hour for up to 8 hours' care.

## 5. Travel and Subsistence Allowance

5.1 A lump sum annual allowance of £350 shall be paid to each councillor to recognise the cost of all travel within the Borough. The duties which qualify for the payment of travel outside the Borough are set out in Schedule 2 with the amounts payable set out in Schedule 3.

5.2 The duties which qualify for the payment of travel allowance to a co-opted member or member of an appeals committee established under the Education Act 1996 are set out in Schedule 2 with the amounts payable set out in Schedule 3.

5.3 The duties which qualify for the payment of subsistence allowances to a councillor, co-opted member or member of an appeals committee established under the Education Act 1996 are set out in Schedule 2 with the amounts payable set out in Schedule 3.

5.4 The payment of allowance is subject to the conditions set out in sections 9 and 10.

6. Co-optees' Allowance

6.1 An allowance of £240 per annum shall be paid to co-opted members for attendance at committee meetings.

6.2 Payment of the allowance is subject to the conditions set out in sections 9, 10, 12 and 13.

7. Annual Adjustment

For the period of 4 years from 1 April 2004 the basic allowance, childcare and dependants' allowance, in-borough travel allowance and co-optees' allowance shall be adjusted annually by the Borough Treasurer on 1 April in accordance with the Retail Price Index.

8. Pensions

With effect from 1 September 2003 all councillors shall be eligible to join the Local Government Pension Scheme and both basic allowance and special responsibility allowance shall be pensionable.

9. Financial Limits

Any payment under this scheme is subject to the budget provision for members' allowances during the year not being exceeded.

10. Suspension

Allowances shall be withdrawn where a councilor or co-opted member has been wholly or partially suspended because of a breach of the Local Code of Conduct.

11. Renunciation

A councilor or co-opted member may decline to receive any part of his or her entitlement to an allowance under this scheme by notifying the Borough Treasurer in writing.

12. Part-year Entitlements

12.1 This section regulates councillors' entitlement to allowances if during the year

- the scheme is amended
- the councillor is newly elected
- the councillor ceases to be a councillor
- the councillor accepts or gives up a position eligible for a special responsibility allowance.

12.2 If the scheme is amended so as to change the basic allowance or the special responsibility allowance then the annual amount to be paid to each councillor shall be re-calculated. The councillor will be paid a proportion of the old allowance and a proportion of the new allowance. The proportions will reflect the number of days in the year before and after (starting with the day on which the change takes effect) the change. Further amendments will be treated in the same way.

12.3 If during the year

- a councillor is newly elected or ceases to be a councillor,
- a councillor accepts or gives up a position eligible for a special responsibility allowance, or
- a councillor becomes or ceases to be eligible to a special responsibility allowance because of an amendment to the scheme

then the annual amount to be paid to the councillor will be altered. The alteration will discount a proportion of the relevant allowance, to reflect the number of days in the year that the councillor was not a councillor, or was not eligible for the special responsibility allowance, as the case may be. If the scheme is amended during the year as set out in 12.2 above, then the alteration will be calculated separately for the periods before and after each amendment, in accordance with the Regulations.

13. Claims, Payments, Repayments, Restriction to entitlement

13.1 Payments of basic allowance and special responsibility allowance will be made in twelve equal monthly instalments at the end of each month.

13.2 If making a payment of one twelfth of the annual entitlement of basic allowance and special responsibility allowance for any member would result in a breach of the restrictions set by Section 12 of the scheme, then actual payments must be reduced to comply with those restrictions.

13.3 Where an allowance has already been paid for any period during which the councillor concerned:

- (a) is suspended or partially suspended for a breach of the Local Code of Conduct;
- (b) ceases to be a councillor; or
- (c) is otherwise not entitled to receive the allowance for that period,

such part of the allowance as relates to any such period shall be repaid to the Council.

13.4 Where a member of the authority is also a member of another authority that member may not receive allowances from more than one authority in respect of the same duties.

### Special Responsibility Allowances 1 April 2005 to 31 March 2006

Allowance	Scale	Factor	Amount £
Leader	1	3	25,500
Deputy Leader (if appointed)	3	1	8,500
Leader of major opposition group	2	1.5	12,750
Leader of smaller political group	3	1	8,500
Cabinet Members	2	1.5	12,750
Chairman of Planning and Environment Committee	5	.33	2,833
Vice-Chairman of Planning and Environment Committee	7	.15	1,275
Chairman of General Functions Committee	5	.33	2,833
Chairman of Area Planning Committee	5	.33	2,833
Vice-Chairman of Area Planning Committee	7	.15	1,275
Chairman of Area Environment Committee	5	.33	2,833
Vice-Chairman of Area Environment Committee	7	.15	1,275
Chairman of Cabinet Overview and Scrutiny Committee	4	.5	4,250
Vice-Chairman of Cabinet Overview and Scrutiny Committee	6	.25	2,125
Chairman of Overview and Scrutiny Committee	4	.5	4,250
Chairman of Standards Committee	7	.15	1,275
Chairman of Area Forum	6	.25	2,125
Group Secretaries	5	.33	2,833
Group Whip	6	.25	2,125
Shadow cabinet members of major opposition group	7	.15	1,275
Member of Licensing Committee	7	.15	1,275
Chairman of Licensing Committee	6	.25	2,125
Panel of Chairman of Licensing Sub- Committee	5	.33	2,833

## SCHEDULE 2

### APPROVED DUTIES

The following are approved duties for the payment of travel and subsistence allowances.

**(For Councillors the meeting must take place takes place outside the borough of Barnet):**

1.
  - i) The attendance at a meeting of the authority or of any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee or sub-committee of such a body;
  - j) The attendance at any other meeting, the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and at least one other local authority within the meaning of section 270(1) of the Local Government Act 1972, or a sub-committee of such a joint committee, provided that –
    - I. where the authority is divided into two or more political groups it is a meeting to which members of at least two such groups have been invited; or
    - II. if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited.
  - k) The attendance at a meeting of any association of authorities of which the authority is a member;
  - l) The attendance at a meeting of the executive or a meeting of any of its committees;
  - m) The performance of any duty in pursuance of a standing order requiring a member or members to be present while tender documents are opened;
  - n) The performance of any duty in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises;
  - o) The performance of any duty in connection with arrangements made by the authority for the attendance of pupils at any school approved for the purposes of section 342 of the Education Act 1996 (approval of non-maintained special schools; and
  - p) Attendance at training courses arranged by the Council.
  - q) The carrying out of any other duty approved by the authority, or any duty of a class so approved, for the purposes of, or in connection with, the discharge of the functions of the authority or any of its committees or sub-committees.

(The following bodies or their committees or sub-committees are specifically included in the above definition:

Welsh Harp Joint Consultative Committee  
Hampstead Heath Management Committee

London government statutory bodies, joint committees, forums, consortiums,  
employers' associations, etc  
Standing Advisory Council for Religious Education (SACRE)  
Local Government Association  
Association of London Government  
Joint Negotiating Councils for Council employees  
Local Government Management Board)

2. Subject to the Base Budget not being exceeded, duties undertaken by members in receipt of Special Responsibility Allowances who are members of the Executive, provided that they are undertaken outside the borough of Barnet and that the Chief Executive is satisfied that the duties are for the purposes of, or connected with, the discharge of the functions of the Council.
3. Attendance as the council's duly authorised representative at meetings of the following bodies.
  - (a) School admission, exclusion and reinstatement appeals panels
  - (b) Statutory complaints boards or panels relating to the council's education or social services functions
4. The conferences and meetings described below (convened by a person or body whose objects are neither wholly nor partly political, and otherwise than in the course of a trade or business, for the purpose of discussing matters which in the council's opinion will relate to the interests of Barnet or its inhabitants or of part of Barnet or the inhabitants of part of it) are approved for the purposes of payment of travel and subsistence allowance. They are those conferences and meetings convened by bodies at present included on the council's 'approved list' of conferences or subsequently added thereto, being conferences where it is considered that there is a direct connection with a function of this council.

The approved list was originally agreed by the former General Purposes Committee at its meeting on 26 March 1979 (Dec. 2) and is attached as Appendix A.

## SCHEDULE 3

### TRAVEL AND SUBSISTENCE ALLOWANCES

#### Travel

1. An allowance of £350 per annum shall be payable to each councilor to recognise the cost of all travel within the borough.
2. Other travel allowance shall paid be at the same rates as those applying at the time to council staff for motorcar, motorcycle and bicycle use.

For public transport actual expenditure shall be reimbursed.

#### Subsistence

3. For a councillor attending an approved duty that takes place inside the borough of Barnet the rate of subsistence and travel allowance shall be nil.

Other subsistence allowance for meals taken on duty shall paid be at the same rates as those applying at the time to council staff.

For overnight costs reasonable approved expenses shall be paid.

#### Other Reimbursements allowed:

1. Not more than the amount of any expenditure incurred on tolls, ferries or parking fees.
2. Where day subsistence is payable, the reasonable cost of meals taken on trains, subject to a reduction of subsistence allowance of four hours for each meal taken, and a maximum of one main meal during an absence of more than four hours, two for more than eight hours' absence and three for more than twelve hours' absence.
3. The actual cost of overnight garaging of a car or other vehicle.

#### Payment

4. Evidence of expenditure incurred shall be required when claims are made and any unreasonable claim shall be referred to the Chief Executive.

#### NOTE:

The Council has agreed that an allowance of £41.40 for any period of 24 hours (for which purpose a period of 24 hours shall begin at 3am) and £20.70 for a 12 hour may be paid to reimburse financial loss incurred by external witnesses giving evidence at any of the Council's overview and scrutiny committees and by external members of the Independent Remuneration Panel for members' allowances.



**LONDON BOROUGH OF BARNET**  
**REVISED LIST OF APPROVED CONFERENCES**  
**(MARCH 1979, REVISED 2004)**

## KEY:

- A = Members to attend  
 B = Representatives to attend if papers warrant

Name of Conference	Category	Max. No. of Members to Attend
National Playing Fields Association	A	1
Public Libraries Conference	A	1
LGA Annual Cultural Services Conference	A	1
British Records Association	B	1
London Council of Social Service Conferences on Arts Matters	B	2
Council of Local Education Authorities Conference	A	2
LGA Education Committee Annual Conference	A	2
Chartered Institute of Public Finance & Accountancy	A	1
Local Government Association	A	2
International Union of Local Authorities including British Section Conferences	B	1
Association of London Government	A	According to the matters discussed
National Housing and Town Planning Council (in conjunction with Environment PDC) Annual and Regional Conferences	A	1
Chartered Institute of Housing Annual Conference	A	1
National Road Safety Congress	A	2
Local Government Association	A	2
Association of Directors of Social Services Autumn Conference	A	2
National Association of Mental Health Conference	B	1
Central Council for the Disabled Conference	B	1
<b>Society of Chief Personnel Officers</b>	<b>A</b>	<b>1</b>