

MEETING**CONSTITUTION, ETHICS AND PROBITY COMMITTEE****DATE AND TIME****TUESDAY 31ST MARCH, 2015****AT 7.00 PM****VENUE****HENDON TOWN HALL, THE BURROUGHS, LONDON NW4 4BQ**

Dear Councillors,

Please find enclosed additional papers relating to the following items for the above mentioned meeting which were not available at the time of collation of the agenda.

Item No	Title of Report	Pages
7.	CONSTITUTION REVIEW - ADDENDUM	1 - 4

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Constitution, Ethics and Probity Committee, 31 March 2015, Addendum

AGENDA ITEM 7

No. 4, Pages 36 – 40: Responsibility for Functions, Pension Fund Compliance Statement

The General Functions Committee at their meeting held on 23 March 2015 agreed that the composition of the Local Pension Board should be Option 1 as follows:

The Board shall consist of 5 members constituted as follows:

- 2 Council representatives (employers side) comprising:
 - 1 Councillor who is not a member of the Pension Fund Committee
 - 1 employer representative from an admitted or scheduled body (e.g. Re, CSG or Middlesex University)

- 2 scheme member representatives (employee side) comprising:
 - 1 active member
 - 1 retired/deferred member

- 1 independent member/advisor
Having no current employment, contractual, financial or other material interest in the Council or any scheme employer fund and not being a member of the LGPS Fund.

In accordance with the General Functions Committee decision, Option 2 and Option 3 should therefore be **deleted** from the Pension Fund Compliance Statement (page 38, section 2.3.1) prior to reporting to Council on 14 April.

No. 8, Pages 207 – 218: Full Council Procedure Rules

Officers are recommending a change to Full Council Procedure Rules to reflect that the Leader of the Council no longer has any delegated decision-making powers and cannot therefore report to the Annual Council meeting on his decision to appoint a Deputy Leader.

Following a review of the proposed amendment (page 207 refers) the Monitoring Officer has advised that there is no legislative requirement for the decision to appoint a Deputy Leader to be a matter for Full Council. It is therefore recommended that the revision proposed at section (e) of the Full Council Procedure Rules be **deleted** unless Members consider there is a need for this role to be included in the Constitution.

No. 11, Pages 41 – 76: Responsibility for Functions, Annex A (Membership and Terms of Reference of Committees and Partnership Boards)

Following clarification from Legal, there is no requirement for Licensing, Planning and General Functions committees to refer decisions about fees and charges within their remit to the Policy & Resources Committee for approval. The wording relating to approval of fees and charges has therefore been amended accordingly as detailed below:

Page 55, Terms of Reference of the Licensing Committee – **delete** “Develop fees and charges for those areas under the remit of the committee for consideration by the Policy & Resources Committee” and **replace with** “To approve fees and charges for those areas under the remit of the Committee”

Page 58, Terms of Reference of the Planning Committee – **delete** “Develop building control fees and charges for those areas under the remit of the committee for consideration by the Policy & Resources Committee” and **replace with** “To approve building control fees and charges for those areas under the remit of the Committee”

Page 61, Terms of Reference of the General Functions Committee – **delete** “Develop building control fees and charges for those areas under the remit of the committee for consideration by the Policy & Resources Committee” and **replace with** “To approve land charges fees and charges for those areas under the remit of the Committee”

Note: The original text on page 61 of the report refers to the General Functions Committee having responsibility for building control fees and charges. The reference to building control was incorrect and should have referred to land charges.

Page 68, Terms of Reference of the General Functions Committee – delete the reference at (t) “To declare any conflicts of interest” as this a standard agenda item at every committee meeting.

Page 148 – **delete** paragraph 4.3.9 in Financial Regulations as decisions relating to fees and charges will be taken by the relevant committee and there is no requirement to refer to the Policy & Resources Committee.

The Committee are requested to **APPROVE** the changes as detailed above for reporting to Full Council on 14 April 2015.

No. 14, Pages 127 – 142: Members Information Management Policy

The General Functions Committee at their meeting held on 23 March 2015 agreed changes to the wording of the Members Information Management Policy (Appendix H) as follows:

Page 135 – Appeal against a decision to not disclose non-committee information – in the sentence beginning “The SIRO...” **delete** the wording “...whose view will be final...” and **add** after the first paragraph the following wording:

“Should the SIRO form the opinion that the Member concerned does not have the ‘Need to know’ or ‘For some other reason’ then the SIRO must prepare a report for the Chief Executive who must investigate this further and notify Members of his/her findings.

Should the Member concerned disagree with the findings of the Chief Executive, then they shall have the right to have their request re-heard by the General Functions Committee who will make the final decision.”

No. 11, Pages 41 – 76: Responsibility for Functions, Annex A (Membership and Terms of Reference of Committees and Partnership Boards)

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