

**London Borough of Barnet
General Functions Committee
Work Programme
October 2015 - May 2016**

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Title of Report	Overview of decision	Report Of (<i>officer</i>)	Issue Type (Non key/Key/Urgent)
12 October 2015			
Calendar of Meetings	To receive and comment on the 2016-17 and 2017-18 draft calendars of meetings.	Head of Governance	Non Key
Approval of premises for Weddings and Civil Partnership Registrations: Allianz Park, Greenlands Lane, Hendon, London, NW4 1RL	This report seeks approval for an application received from Allianz Park to be licensed as a venue for marriages and civil partnership registrations in pursuance of Section 46A of the marriage Act 1949 and the Marriages and Civil Partnerships (Approved Premises) Regulations 2005 and in pursuance of Section 6 (3A) (a) the Civil Partnership Act 2004.	Proper Officer for Registration	Non Key
Change of Authority to Approve Premises for Weddings and Civil Partnerships	That the Committee delegates its functions in relation to approving premises for marriages and the formation of civil partnerships under the Marriage Act 1949 and the Marriages and Civil Partnerships (Approved Premises) Regulations 2005 to the Proper Officer for Registration.	Head of Customer Strategy and Programmes	Non Key

Subject	Decision requested	Report Of	Contributing Officer(s)
Update on the Local Pension Board	To receive an update on recruitment to the Local Pension Board.	Head of Governance	Non Key
Vacancies on School Governing Bodies	That the committee nominates candidates to fill the vacancies on school governing bodies.	Head of Governance	Non Key
Communications with the public by text and social media	That the Committee note the policy Communications with the public by text and social media	Head of Information Management	Non Key
11 November 2015			
Health and Safety Annual Report	<p>To monitor and review arrangements for managing occupational health and safety risks.</p> <p>To note the council's high level health and safety risk profile, a summary of health and safety performance and the strategic priorities for improvements over the subsequent period.</p>	Commissioning Lead – Health, Safety & Wellbeing	Non Key
Communications with the Public by Text and Social Media for Members Policy	To approve the Communications with the Public by Text and Social Media for Members policy, which forms part of the Members' Information Management Policy.	Head of Information Management	Non Key

Subject	Decision requested	Report Of	Contributing Officer(s)
Communications with the Public by Text and Social Media Policy for Staff	To approve the amended Communications with the Public by Text and Social Media for Members policy which is in place for staff.	Head of Information Management	Non Key
Nomination and Appointment of Local Authority Representatives on School Governing Bodies	To request the Head of Governance to provide an update on the Assurance Group project.	Head of Governance	Non Key
Decision of a School Governing Body not to Appoint a Local Authority Representative Nominated by the Council	To receive notification of a school governing body's decision and the reasons for that decision.	Head of Governance	Non Key
2 December 2015			
Staffing Re-organisation 2016/17	This report sets out the people implications of the proposed budget headlines for the financial year 2015/16 and the associated statutory consultation process.	Chief Operating Officer (Director of Finance / Section 151 Officer)	Non Key
Recruitment of a Commercial Director	To consider a market factor supplement.	Chief Operating Officer	Non Key

Subject	Decision requested	Report Of	Contributing Officer(s)
Nominations to Vacancies on School Governing Bodies	To nominate representatives to vacancies.	Head of Governance	Non Key
18 February 2016			
Annual Review of Polling Districts and Polling Places for Elections	This report advises the Committee of the findings of the annual review of polling districts and polling places for use at elections.	Chief Executive	Non Key
Annual Pay Policy Statement	This report sets out the annual review of the Council's pay policy statement together with any amendments	Director for Human Resources	Non Key
Adults and Communities Restructure	To consider a proposed restructure following receipt of consultation responses.	Chief Operating Officer	Non Key
Employer Supported Volunteering Scheme	To agree the establishment of an Employer Supported Volunteering Scheme and approve the associated policy.	Director of Strategy and Communications	Non Key
Appointments to Outside Bodies	To appoint representatives to vacancies on outside bodies.	Head of Governance	Non Key
Nominations to School Governing Bodies	To nominate representatives to vacancies on school governing bodies.	Head of Governance	Non Key

Subject	Decision requested	Report Of	Contributing Officer(s)
Approval of Premises for Weddings and Civil Partnership Registrations - Hendon Town Hall	To approve premises for the solemnisation of marriages and civil partnerships.	Proper Officer for Registration	Non Key
21 March 2016			
Unified Rewards	This report sets out the proposals for a new pay and grading structure together with revised terms and conditions of employment	Chief Operating Officer (Director of Finance / Section 151 Officer)	Non Key
Market Factor Supplement for Social Workers	To consider extending a market factor supplement.	Chief Operating Officer	Non Key
Barnet Living Wage Supplement	To approve the current London Living Wage rate of £9.40 per hour to be the council's minimum rate of pay for all employees with effect from 1 April 2016.	Director for Human Resources	Non Key
Appointments to Outside Bodies	To appoint representatives to outside bodies.	Head of Governance	Non Key
Nominations to School Governing Bodies	To nominate representatives to vacancies on school governing bodies.	Head of Governance	Non Key