

**London Borough of Barnet
General Functions Committee Work
Programme**

March 2017 – June 2017

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Title of Report	Overview of decision	Report Of (<i>officer</i>)	Issue Type (Non key/Key/Urgent)
20 March 2017			
Annual Interim Review of Polling Districts and Polling Places	To receive a report on the arrangements being proposed by the London Borough of Barnet's Returning Officer for polling districts and polling places (and includes proposals to change five current polling places) to be used at all relevant future elections and referendums that take place within the borough.	Chief Executive and Returning Officer	Non Key
Annual Electoral Registration Report 2016	To receive a report providing an overview on the status of the Register of Electors in Barnet as at 1 December 2016 and on the work done by officers on behalf of the Council's Electoral Registration Officer.	Electoral Registration Officer for the London Borough of Barnet	Non Key
Creation of Assistant Director post, Adults & Health Joint Commissioning Unit	To receive a report for creating an Assistant Director post to lead the Adults Joint Commissioning Unit.	Commissioning Director Adults and Health	Non Key
Annual Pay Policy Statement	To receive the annual review of the Council's pay policy statement together with any amendments	Strategic HR Director	Non Key

Subject	Decision requested	Report Of	Issue Type
Senior Management Pay Review	To receive a report on the proposed review of the senior management pay structure affecting the commissioning group and delivery units.	Chief Executive and Head of Paid Service	Non Key
Senior Management Children and Family Services Restructure	To receive a report on the proposed changes to the senior management structure in Children and Family Services affecting the commissioning group and delivery unit. Details of the proposed changes are set out in the main body of the report.	Commissioning Director (Children & Families)	Non Key
Bi Annual Health Safety Report	This report provides information on the Council's health and safety performance for the period 1 April to 30 September 2016.	Head of Safety, Health and Wellbeing	Non Key
Nomination of Local Authority Representatives on School Governing Bodies <i>Standing Item</i>	To nominate candidates to vacancies on school governing bodies.	Head of Governance	Non Key

Subject	Decision requested	Report Of	Issue Type
Approval of premises for Weddings and Civil Partnership Registrations: Clayton Crowne Hotel (previously Crowne Moran Hotel) 142-152 Cricklewood Broadway, Cricklewood, NW2 3ED	This report seeks approval for an application received from a premises 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
28 June 2017			
Senior Management restructure of the Council	A report detailing the proposed changes.	Chief Executive and Head of Paid Service	Non Key
Barnet Council's Annual Health and Safety Report	This report provides information on the Council's health and safety performance for the period 2015/16 and the priorities for the period 2016/17, to ensure continued improvement in performance	Head of Safety, Health and Wellbeing	Non Key
9 October 2017			
Recruitment and Retention Payments Policy	To receive a report updating Members on the current position.	Chief Executive and Head of Paid Service Director of Human Resources	Non Key

Subject	Decision requested	Report Of	Issue Type
Unassigned			
Performance Related Pay	A report detailing the development of a performance related pay scheme for those staff assessed for two consecutive years as outstanding through the annual appraisal scheme.	Chief Executive and Head of Paid Service / Strategic HR Director	Non Key
Indemnities for Council Representatives on Outside Bodies	A report concerning a policy on indemnities for council representatives on outside bodies.	Monitoring Officer/Head of Governance	Non Key
School Governing Bodies Project	To receive an update on the Assurance Group project reported to the committee in November 2015.	Head of Governance	Non Key
Information Management	To determine Member requests for non-committee information as specified in the Members' Information Management Policy.	Head of Information Management	Non Key
Lease of Meeting Rooms at Hendon Town Hall	To review the agreements pertaining to the shared use of the meeting room facilities at Hendon Town Hall.	Director of Resources / Head of Estates	Non Key
Members' Notional Allowance	To consider the arrangements in respect of members' notional allowances.	Head of Governance	Non Key

Subject	Decision requested	Report Of	Issue Type
<p>Nomination of Local Authority Representatives on School Governing Bodies</p> <p><i>Standing Item</i></p>	<p>To nominate candidates to vacancies on school governing bodies.</p>	<p>Head of Governance</p>	<p>Non Key</p>
<p>Approval of premises for Weddings and Civil Partnership Registrations</p> <p><i>As and when required</i></p>	<p>This report seeks approval for an application received from a premises 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.</p>	<p>Proper Officer for Registration</p>	<p>Non Key</p>
<p>Appointments to Outside Bodies</p> <p><i>As and when required</i></p>	<p>To appoint representatives to outside bodies.</p>	<p>Head of Governance</p>	<p>Non Key</p>
<p>Hendon Town Hall Facilities</p> <p><i>As and when required</i></p>	<p>Following a referral from Group leaders or the Chairman, to comment on any proposed changes incurring expenditure over £5,000 which could affect the provision of facilities for Members.</p>	<p>Director of Resource</p>	<p>Non Key</p>