

**MEETING**

**CONSTITUTION AND GENERAL PURPOSES COMMITTEE**

**DATE AND TIME**

**THURSDAY 16TH JANUARY, 2020**

**AT 7.00 PM**

**VENUE**

**HENDON TOWN HALL, THE BURROUGHS, LONDON NW4 4BQ**

**TO: MEMBERS OF CONSTITUTION AND GENERAL PURPOSES COMMITTEE  
(Quorum 3)**

Chairman: Councillor Melvin Cohen LLB  
Vice Chairman: Councillor Alex Prager BA (Hons) ACA

Councillor Geof Cooke	Councillor Richard Cornelius	Councillor Alison Moore
Councillor Barry Rawlings	Councillor Helene Richman BA (Engineering), JD (Juris Doctor), Barrister (Middle Temple), TEP	

**Substitute Members**

Councillor Anne Clarke	Councillor Claire Farrier	Councillor Anthony Finn
Councillor Sachin Rajput	Councillor Alan Schneiderman	Councillor Peter Zinkin

In line with the Constitution's Public Participation and Engagement Rules, requests to submit public questions must be submitted by 10AM on the third working day before the date of the committee meeting. Therefore, the deadline for this meeting is Monday 13 January 2020 at 10AM. Requests must be submitted to Maria Lugangira 020 8359 2761

**You are requested to attend the above meeting for which an agenda is attached.**

**Andrew Charlwood – Head of Governance**

Governance Service contact: Maria Lugangira 020 8359 2761

Media Relations Contact: Tristan Garrick 020 8359 2454

**ASSURANCE GROUP**

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## ORDER OF BUSINESS

Item No	Title of Report	Pages
1.	Minutes	5 - 10
2.	Absence of Members	
3.	Disclosable Pecuniary interests and Non Pecuniary interests	
4.	Report of the Monitoring Officer (if any)	
5.	Public Question (if any)	
6.	Members Item (if any)	
7.	Public Participation Changes Review	11 - 18
8.	Local Government Boundary Commission for England - Electoral Review of Barnet Council - Final Recommendations	19 - 78
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11.	Appointment of Director of Commercial and Customer Services	107 - 112
12.	Committee Forward Work Programme	113 - 116
13.	Any item(s) that the Chairman decides is urgent	

### FACILITIES FOR PEOPLE WITH DISABILITIES

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# Decisions of the Constitution and General Purposes Committee

7 October 2019

Members Present:-

AGENDA ITEM 1

Councillor Alex Prager (Vice-Chairman)

Councillor Geof Cooke	Councillor Helene Richman
Councillor Alison Moore	Councillor Anthony Finn (In place of
Councillor Barry Rawlings	Councillor Melvin Cohen)
	Councillor Peter Zinkin (In place of
	Councillor Richard Cornelius)

Apologies for Absence

Councillor Melvin Cohen

Councillor Richard Cornelius

## 1. ELECTION OF THE CHAIRMAN

Apologies for absence had been received from the Chairman. Further apologies for lateness were received from the Vice-Chairman which meant he would be absent for the start of the meeting. In accordance with the Council's Constitution, Article 7, paragraph 7.10, the Governance Officer opened the meeting and sought nominations for the position of Chairman.

Councillor Alison Moore, duly seconded proposed Councillor Barry Rawlings. Having been put to the vote the nomination was declared carried.

**RESOLVED – That Councillor Barry Rawlings be appointed Chairman.**

## 2. MINUTES

**RESOLVED that the minutes of the Committee held on 25 June 2019 be approved as a correct record.**

## 3. ABSENCE OF MEMBERS

Apologies for lateness were received from Councillor Alex Prager and Councillor Helene Richman.

Apologies for absence were received from:

Councillor Melvin Cohen for whom Councillor Anthony Finn was substituting.

Councillor Richard Cornelius for whom Councillor Peter Zinkin was substituting.

## 4. DISCLOSABLE PECUNIARY INTERESTS AND NON PECUNIARY INTERESTS

None.

**5. REPORT OF THE MONITORING OFFICER (IF ANY)**

None.

**6. PUBLIC QUESTION (IF ANY)**

Details of the questions asked by residents and the answers provided had been published and circulated at the meeting. Verbal responses were given to supplementary questions at the meeting.

As part of his supplementary question John Dix requested clarification on the decision taken by this Committee at its meeting on 25th June 2019 on Item 7, Public Participation.

The Committee agreed that clarification was required and requested that an item is brought back to the next meeting of the Committee clarifying what was agreed by the Constitution and General Purpose Committee and subsequently by Full Council on 30th July 2019 [**Action: Head of Governance**]

**7. MEMBERS ITEM (IF ANY)**

None.

**8. REVIEW OF THE EUROPEAN PARLIAMENTARY ELECTIONS - 23-26 MAY 2019**

The Director of Assurance presented the report which provided the Committee with a review of the planning, implementation and delivery of the European Parliamentary Elections held on 23rd May 2019 for the 8 Members of the European Parliament to represent the London Region.

**RESOLVED - That the Committee note the recommendations made in the European Parliamentary (EU) Elections Review (Appendix A) from the elections held on 23 May 2019.**

**9. MEMBER DEVELOPMENT PROGRAMME 2018 - 2022**

The Head of Governance presented the report which provided the Committee with (i) details of development sessions/briefings that have been delivered since October 2018 to date and (ii) the proposed Member development sessions.

He explained that to ensure the programme met Members training and development needs a Member Development Steering Group had been established. The membership of the Panel included both Party Group Leaders, the Group Whips, Political Assistants and the Member Development Champion (appointed by their respective Groups).

With regards the upcoming Member Development programme he explained that a Members' Training Needs Review had been undertaken, with the results informing the programmes design.

It was requested that where a session is specifically aligned to a Committee, the Chairman of that Committee is consulted beforehand with regards to the date.

**RESOLVED -**

- 1. That the Committee note the sessions delivered since October 2018 as set out in Appendix A and provide feedback on sessions delivered to date.**
- 2. That the Committee note the schedule of proposed Member Development sessions as set out in Appendix B and Appendix Bii and comment accordingly.**
- 3. That the Committee note the optional eLearning set out in Appendix C and comment accordingly**
- 4. That the Committee note the Council's commitment to achieving charter status in accordance with the requirements of the Member Development Charter.**

**10. PROPOSAL FOR THE RESTRUCTURE OF THE FINANCE SERVICE**

**[Councillor Alex Prager in the Chair]**

The Director of Finance presented the report which sought the Committee's approval to implement a new structure for the Council's finance service following the insourcing finance structure from Capita. The decision to insource was authorised by the Policy and Resources Committee 11 December 2018.

**RESOLVED –**

- 1. That the Constitution and General Purpose Committee approve the proposed changes to the Finance Service staffing structure as set out in Appendix A.**
- 2. That the Constitution and General Purpose Committee authorise the deletion and creation of the posts as set out in Appendix B.**
- 3. That the Constitution and General Purpose Committee authorise the Director of Finance to appoint to posts, including an additional Assistant Director, within the final structure.**

**11. CONSTITUTION REVIEW**

The Head of Governance presented the report.

**RESOLVED that the Committee:**

**Recommend to Full Council that the Constitution be amended to incorporate the changes detailed;**

- (i) in the report**
- (ii) in the amended version, the sections set out in Appendix A to D**

**subject to the following;**

1. That a detailed report is brought back to the next meeting of the Committee setting out the rationale behind the proposed amendments to Article 2 and Article 7 which would restrict Members who have called-in planning applications from sitting on the Committee which determines the application.
2. That the proposal to change the allocated time given to the Lead Petitioner to present their petition to an Area Committee from five minutes to three minutes be rejected.
3. That in Section 2.3(f) the following change is made *add 'Ward' before 'Member'*.

## **12. CREATION OF NEW POST: ASSISTANT DIRECTOR - CAPITAL WORKS**

The Director of Growth presented the report which provided the Committee with background detail on the changes within the CSG Capital Works Delivery team and the rationale for the need of an Assistant Director – Capital Works

He clarified that the post holder would report into the Director of Growth and would lead and manage all future capital schemes for the council.

**RESOLVED - The creation of an Assistant Director – Capital Works post within the senior management team to manage capital works delivery, as set out in this report.**

## **13. COMMITTEE FORWARD WORK PROGRAMME**

**RESOLVED – That the Committee note the updated Work Programme**

## **14. ANY ITEM(S) THAT THE CHAIRMAN DECIDES IS URGENT**

None.

## **15. MOTION TO EXCLUDE THE PRESS AND PUBLIC**

**RESOLVED that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 2 and 7 of Part 1 of Schedule 12A of the Act (as amended).**

## **16. CREATION OF NEW POST: ASSISTANT DIRECTOR - CAPITAL WORKS [EXEMPT]**

**RESOLVED – That the Committee noted the information set out in the exempt report.**



**17. ANY OTHER EXEMPT ITEM(S) THE CHAIRMAN DECIDES ARE URGENT**

None.

The meeting finished at 8.34 pm

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## Constitution & General Purposes Committee

16 January 2020

<b>Title</b>	<b>Public Participation Changes Review</b>
<b>Report of</b>	Head of Governance
<b>Wards</b>	All
<b>Status</b>	Public
<b>Urgent</b>	No
<b>Key</b>	No
<b>Enclosures</b>	Appendix 1 – Public Participation Data
<b>Officer Contact Details</b>	Andrew Charlwood, Head of Governance, <a href="mailto:andrew.charlwood@barnet.gov.uk">andrew.charlwood@barnet.gov.uk</a> 020 8359 2014 Naomi Kwasa, Governance Officer, <a href="mailto:naomi.kwasa@barnet.gov.uk">naomi.kwasa@barnet.gov.uk</a> , 020 8359 6146

### Summary

At a meeting held on 30 July 2019, Full Council approved revisions to Article 3 (Public Participation) of the Council's Constitution as proposed in a report from the Constitution and General Purposes Committee. Following this Members requested a further report clarifying the process through which these amendments were approved. The following report includes this information as well as a review of the impact of the changes which are detailed in Appendix 1.

## Officers Recommendations

1. That the Constitution and General Purposes Committee note the decision-making process for the amendments to public participation as set out in sections 1.1 to 1.4.
2. That the Constitution and General Purposes Committee review the impact on the amendments to public participation.

### 1. WHY THIS REPORT IS NEEDED

#### Background

- 1.1 At the meeting of the Constitution and General Purposes Committee on 25 June 2019 the Committee considered a report of the Monitoring Officer which set out proposed changes to the rules relating to public participation and resident engagement at committee meetings. Written and verbal public comments and questions were received by a number of residents and Members were given the opportunity to respond. Following discussion and amendment of the report it was resolved that:

#### **1. The Committee agree that Article 3 (Residents and Public Participation) be amended to give effect to the following changes:**

1. *Questions and comments should be amalgamated; it is perfectly possible to raise a comment as part of a question. The number of words for each question/comment should be limited at 100.*
2. *Questions/comments should be raised under the current rules for questions. This means that the council and lead officer would have notice of the question/comment before the meeting and would therefore be in a position to amend the committee report (if necessary) to include a relevant matter raised in the question/comment, if not currently within the committee report.*
3. *Residents may raise one question/comment on an agenda item. The question/comment must relate to the substantive matter to be determined by the committee. No more than two questions from residents will be allowed per agenda item taken in the order of receipt by the Governance Service.*

#### **2. Officers be instructed to prepare revisions to Article 3 for reporting to Full Council.**

- 1.2 Following this, the recommendations proposed by the Committee were reported to Full Council (with the original report included as Annex 1 and the minutes from the meeting included as Annex 1A) on 30 July 2019 to be formally approved.
- 1.3 Within the body of the original report, the recommended approach outlined that public comments would be amalgamated into the provision for public questions. Item 1.7. (1.) in the report to Committee on 25 June 2019 refers – see link at section 6.2 below. In accordance with this wording, the report to Council was amended to refer to Public

Questions only as the report was clear that comments could only be made as part of a question.

- 1.4 Following debate, the recommendations were approved and the following provisions for public questions were agreed:

*“(d) **Public Engagement.** Residents have the right to ask questions and receive answers at committee meetings in accordance with the following rules. Residents can also raise issues at Residents Forum.*

*Residents can participate in Committee meetings as follows:*

- *By asking a public question*
- *By submitting a petition*

### **3.2 Questions to a Committee**

*Questions must specify the item of business on the agenda which they relate to. Committee agendas are usually published on the Council’s website five clear working days prior to the meeting. Residents should state their address when submitting questions. Questions may include a written comment. Each question is limited to 100 words.*

*Questions should be submitted to the relevant Governance Officer by 10am on the third working day prior to the meeting. Any questions submitted after this time will not be considered.*

*A resident may ask one question per agenda item. A maximum of two questions from residents may be asked per agenda item. These will be accepted in order of receipt. Any additional questions received will be not be accepted.*

*Written responses to public questions will be circulated to the questioner in advance or at the meeting. Residents can ask the committee chairman one supplementary question per question asked at the committee meeting, which will be answered without discussion. The supplementary question must be relevant to the original question put to the chairman.*

*Residents submitting questions are able to send a substitute to ask their supplementary question if they are unable to attend the committee meeting. The Governance Officer supporting the meeting should be made aware of this prior to the meeting commencing.*

### **3.3 Procedure for Questions at Committees**

*At committee meetings a time period of up to 30 minutes is available for public questions in total. Supplementary questions will be asked in order of receipt.”*

## **Review**

- 1.5 At the meeting of the Constitution & General Purposes Committee held on 7 October 2019 the Committee received a public question on the changes to public participation agreed by Full Council on 28 July. The question noted that the report to the Committee in June had referred to public questions and comments, but the version reported to and

agreed by Council in July referred to questions only. It was suggested that the revisions had consequently prevented residents from submitting written comments. Officers responded to the question and advised Members that the wording in the report to the Committee in June had clearly stated that public questions and comments would be amalgamated and that a written comment could be made as part of a question (with a 100-word limit). Comments were therefore allowed, but only as part of a written question. Following discussion, the Committee agreed that a report should be brought to the January 2020 meeting to cover this point and to summarise the impact of the changes to date.

## **Findings**

- 1.6 Appendix 1 shows that there has been a decrease in questions to committees in line with the new limits to the number of questions that can be submitted. Consideration has been given as to whether questions that were not accepted for committees have been submitted via alternative routes, such as Freedom of Information (FOI) requests or direct service requests, instead. Appendix 1 shows that there has not been an increase in the number of FOI requests since the changes were made. There is no evidence to suggest that the number of direct service requests have increased either.
- 1.7 Governance Officer have been asked what impact the changes have had. Other than reducing the overall number of questions as set out in Appendix 1, the following has been reported:
- i) Some residents have sent their questions directly to committee chairmen who have asked that officers respond to the questions verbally when addressing the report in committee; and
  - ii) Residents have sent their questions directly to committee members who have then asked officers to provide written answers to the questions in advance of meetings.
- 1.8 Chief Officers were invited to comment on the changes and the themes emerging are as follows:
- Changes have reduced the volume of work in managing committee agendas/papers
  - Clarification regarding the issue in respect of questions/comments would be helpful as this has been a source of confusion
  - Consideration ought to be given to different ways of engaging residents across the borough
- 1.9 The Committee are requested to note the information set out in this report.

## **2. REASONS FOR RECOMMENDATIONS**

- 2.1 As set out in section 1 above.

### **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

3.1 None.

### **4. POST DECISION IMPLEMENTATION**

4.1 The Constitution and General Purposes Committee will continue to proactively keep the Constitution under review and may make further recommendations in the next municipal year.

### **5. IMPLICATIONS OF DECISION**

#### **5.1 Corporate Priorities and Performance**

5.1.1 Barnet Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded, properly accounted for, and used economically, efficiently and effectively. By keeping the Constitution under review it ensures that the framework in which the Council is governed supports the delivery of corporate priorities and performance.

#### **5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

5.2.1 None in the context of this report.

#### **5.3 Social Value**

5.3.1 None in the context of this report.

#### **5.4 Legal and Constitutional References**

5.4.1 Council Constitution, Article 7 states that the Constitution and General Purposes Committee terms of reference includes to: "Keep under review all aspects of the Council's Constitution so as to ensure that it remains current and fit for purpose, and to make recommendations thereon to the Council."

5.4.2 Council Constitution, Article 4 states that "The Full Council is a formal meeting of all Councillors and is required by law to take certain important decisions as set out below. Full Council also approves a number of key plans and strategies, which together form the Policy Framework:...Adopting and changing the Constitution (unless delegated)."

#### **5.5 Risk Management**

5.5.1 In reviewing the revised public participation process and revisions to the Constitution through the Constitution and General Purposes Committee, Members can assess the impact of these changes and whether any risk arise.

## 5.6 **Equalities and Diversity**

5.6.1 The decision-making processes of the Council, as enshrined within the Constitution, need to be transparent and accessible to all sectors of the community.

## 5.7 **Corporate Parenting**

5.7.1 None in the context of this report.

## 5.8 **Consultation and Engagement**

5.8.1 None in the context of this report.

## 5.9 **Insight**

5.9.1 None in the context of this report.

## 6. **BACKGROUND PAPERS**

6.1 [Council – Report of the Constitution & General Purposes Committee – Public Participation – 30 July 2019](#)

6.2 [Constitution & General Purposes Committee – Public Participation – 25 June 2019](#)

6.3 [Council Constitution](#)



## Appendix 1 – Public Participation Data

### 1 April to 31 July (4 months)

Committees	Questions received	Comments received
4 April – Finchley and Golders Green Area	0	12
9 April – Constitution & General Purposes	2	2
1 May – Audit	15	1
4 June – Environment	25	1
11 June – Community Leadership & Libraries	24	14
13 June – Assets, Regeneration & Growth	37	0
17 June – Policy & Resources	8	0
19 June – Financial Performance & Contracts	17	0
25 June – Constitution & General Purposes	9	3
2 July – Chipping Barnet Area Committee	6	1
9 July – Finchley and Golders Green Area Committee	5	5
<b>Totals</b>	<b>148</b>	<b>39</b>


### 1 August to 30 November (4 months)

Committees	Questions received	Comments received
11 September – Environment	2	0
16 September – Assets, Regeneration & Growth	1	0
19 September – Adults & Safeguarding	3	0
3 October – Chipping Barnet Area Committee	1 question with comment included	0
3 October – Policy & Resources	4	0
7 October – Constitution & General Purposes	3	0
17 October – Finchley and Golders Green Area Committee	2 questions with comments included	0
28 October – Financial Performance & Contracts	0	0
30 October – Audit	2 – 1 accepted and 1 ruled out of order as it relating to the work programme	0
26 November – Housing & Growth	1	1 comment not accepted as received past deadline and was a comment
27 November – Environment Committee	1 received, but ruled out of order as did not relate to a matter on the agenda. Service responded directly to the resident.	0
<b>Total</b>	<b>19</b>	<b>1</b>

## Appendix 1 – Public Participation Data

*Note: Only those committees which regularly receive questions/comments have been included. Committees that are not included either did not receive public questions and/or comments regularly or have separate provisions for receiving representations (i.e. planning committees, North Central London Joint Health Overview & Scrutiny Committee, Full Council).*

<b>Freedom of Information Requests</b>	<b>1 April to 31 July</b>	<b>1 August to 30 November</b>
Total received	608	631
FOIs received in relation to items on a Committee agenda	N/A	4

	<b>Constitution and General Purposes Committee</b>  <b>16 January 2020</b>
<b>Title</b>	<b>Local Government Boundary Commission for England - Electoral Review of Barnet Council - Final Recommendations</b>
<b>Report of</b>	John Hooton - Chief Executive, Electoral Registration Officer and Returning Officer
<b>Wards</b>	All
<b>Status</b>	Public
<b>Urgent</b>	No
<b>Key</b>	No
<b>Enclosures</b>	Appendix A - LGBCE - New Electoral Arrangements for Barnet Council - Final Recommendations January 2020
<b>Officer Contact Details</b>	Emily Bowler Head of Assurance and Business Development 020 8359 4463 – <a href="mailto:emily.bowler@barnet.gov.uk">emily.bowler@barnet.gov.uk</a>  John Bailey Head of Electoral Services 020 8359 3008 – <a href="mailto:john.e.bailey@barnet.gov.uk">john.e.bailey@barnet.gov.uk</a>
<b>Summary</b>	
<p>The Local Government Boundary Commission for England (LGBCE) have published (on 7 January 2020) their final recommendations for the future electoral arrangements for Barnet Council on the LGBCE website - <a href="http://www.lgbce.org.uk/barnet">www.lgbce.org.uk/barnet</a></p> <p>The LGBCE have proposed that Barnet should have 63 councillors (the same as at present) and that those councillors will represent 15 three-councillor wards and 9 two-councillor wards across the borough.</p> <p>The changes that LGBCE have proposed will now be laid for approval in Parliament. A draft Order (the legal document which brings into force the recommendations) will be laid before Parliament and subject to Parliamentary scrutiny, the new electoral arrangements for Barnet Council to come into effect at the local elections in May 2022.</p>	

## **Officers Recommendations**

- 1. That the Committee note the final published recommendations from LGBCE on the future electoral arrangements for Barnet Council.**
- 2. That the Committee notes that, following Parliamentary approval of the LGBCE recommendations, Electoral Services officers in consultation with Barnet's Returning Officer, will undertake a programme of work to propose a complete new set of polling districts and polling places to facilitate the administration of statutory elections within the new ward boundaries. The new polling district and polling place proposals will then be brought to committee for approval in good time for them to take effect ahead of the Local Elections in May 2022.**

### **1. WHY THIS REPORT IS NEEDED**

- 1.1 The Local Government Boundary Commission for England (LGBCE) has completed a statutory review of the London Borough of Barnet's electoral arrangements. This was the first review of the ward boundaries in the borough since 1999.
- 1.2 This compulsory review examined and proposed new electoral arrangements for the whole local authority, and decided upon:
  - The total numbers of councillors to be elected to the council (Council Size)
  - The names, boundaries and number of council wards
  - The number of councillors to be elected to represent each ward.
- 1.3 The statutory criteria that the LGBCE must apply when making its proposals and decisions are to promote:
  - Electoral equality (a consistent number of electors per councillor)
  - Community identity (strong ward boundaries that reflect communities) and
  - Effective and convenient local government (coherent wards with good internal transport links).
- 1.4 The outcome of the review will be implemented in time to take effect at the Local Government elections scheduled in May 2022 (i.e. these elections will elect councillors to the new wards for the first time).
- 1.5 The Commission have considered all the submissions it received in the previous stages of the review before drawing up these final recommendations.
- 1.6 The LGBCE's final recommendations propose that:
  - Barnet should have 63 councillors (the same as at present)
  - Those councillors will represent 15 three-councillor wards and 9 two-councillor wards across the borough.
  - The boundaries of all wards will change, none will stay wholly the same.

### **2. REASONS FOR RECOMMENDATIONS**

- 2.1 The size and scope of this statutory Electoral Review is such that it will affect;
  - the number of councillors elected to form the council
  - the boundaries, names and number of all wards, and
  - the electoral representation of all electors and residents by elected members.

- 2.2 Following the implications outlined in 2.1 above and to allow for the conduct of legally compliant elections in future, electors within the new wards will need to be assigned to new polling districts (wholly contained within the new wards). Each of the new polling districts will need to be served by polling places (and polling stations) that meet, so far as is practicable, the requirements for in-person voting, as laid out by the Electoral Commission. This is likely to require a number of completely new venues that can be used as polling places across the borough.
- 2.3 The Constitution and General Purposes Committee terms of reference include: ‘to have responsibility for overseeing the Council’s governance arrangements including Electoral Services including: elections and electoral registration performance; and polling places and polling district boundaries’.

### **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1 Following adoption of the LGBCE proposals by Parliament, there is no legislative alternative to implementing the new electoral arrangements in time for the local government elections in May 2022. From this point, it will also be so necessary to compile and maintain the Register of Electors into new polling districts and for new polling places to be designated to facilitate voting. Failure to fully implement appropriate and statutorily compliant arrangements will lead to eligible electors being disadvantaged, or in some cases, disenfranchised altogether when voting at elections.

### **4 POST DECISION IMPLEMENTATION**

- 4.1 The changes that LGBCE have proposed will now be laid for approval in Parliament. A draft Order (the legal document which brings into force the recommendations) will be laid before Parliament and subject to Parliamentary scrutiny, the new electoral arrangements for Barnet Council to come into effect at the local elections in May 2022.
- 4.2 Following Parliamentary approval of the LGBCE recommendations, Electoral Services officers in consultation with Barnet’s Returning Officer, will undertake a programme of work to propose a complete new set of polling districts and polling places to facilitate the administration of statutory elections within the new ward boundaries.
- 4.3 The new polling district and polling place proposals will then be brought to committee for approval in good time for them to take effect, and to be communicated to voters, ahead of the Local Elections in May 2022.

### **5 IMPLICATIONS OF DECISION**

#### **5.1 Corporate Priorities and Performance**

- 5.1.1 The council’s Corporate Plan, Barnet 2024, has three outcomes for the borough, that focus on place, people and communities.
- 5.1.2 This LGBCE review of Barnet’s electoral arrangements (i.e. council size and ward boundaries) is designed to ensure that the London Borough of Barnet continues to have an optimal number of elected Members and that wards offer electoral equality

to the borough's electors.

## **5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

- 5.2.1 The LGBCE's final proposal that Barnet retains a council size of 63 councillors will have no new cost implications arising with regards Elected Member resources or servicing from the Electoral Review.
- 5.2.2 It will be necessary for Barnet's Electoral Services to review and amend the polling district and polling place arrangements that will be required from May 2022.
- 5.2.3 Should it be assessed that additional polling places are required, there will be additional costs incurred during the conduct of local elections (i.e. additional polling venue hire costs and additional polling station staff costs). The costs for elections other than local elections are recovered from the relevant governing body (e.g. Parliamentary elections are paid for by the Cabinet Office and London Mayoral/GLA elections are paid for by the GLA).

## **5.3 Social Value**

- 5.3.1 Maintaining electoral arrangements that promote electoral equality, strong community identity and effective and convenient local government, ensures that eligible residents can participate in statutory elections and referendums. In turn this ensures that they are properly represented in the democratic processes of the borough and in the decision-making of the Council.

## **5.4 Legal and Constitutional References**

- 5.4.1 Section 56 of the Local Democracy, Economic Development and Construction Act 2009 (the 2009 Act) requires that the LGBCE review 'from time to time' every principal local authority in England and make recommendations about electoral arrangements (but not their external boundaries).
- 5.4.2 The Constitution and General Purposes Committee terms of reference includes oversight of "Electoral Services including: elections and electoral registration performance; and polling places and polling district boundaries and to make recommendations thereon to the Council."
- 5.4.3 The ERO has a duty under Section 9(1) of RPA1983 to maintain:
  - a) a register of parliamentary electors for each constituency or part of a constituency in the area for which he acts; and
  - b) a register of local government electors for the local government areas or parts of local government areas included in the area for which he acts
- 5.4.4 The ERO has a duty under Section 9A of RPA1983 (as amended by the Electoral Registration and Administration Act 2013 (ERA2013)) to take all necessary steps to comply with his duty to maintain the electoral register, and to ensure, as far as is reasonably practicable, persons who are entitled to be registered in the register (and no others) are registered in it.

## **5.5 Risk Management**

- 5.5.1 If ward boundaries are not periodically reviewed to ensure that Barnet has an appropriate number of councillors then there is a risk of there being an inequity in councillors' case work across the borough. Moving ward boundaries and/or creating

or removing wards enables ward to contain a broadly consistent number of electors (and residents) in each ward.

- 5.5.2 Poorly defined ward boundaries or polling district boundaries could result in eligible electors being disadvantaged when voting at elections or in extreme cases, being disenfranchised altogether.

## **5.6 Equalities and Diversity**

- 5.6.1 The 2010 Equality Act outlines the provisions of the Public-Sector Equalities Duty which requires Public Bodies to have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
  - advance equality of opportunity between people from different groups
  - foster good relations between people from different groups.

- 5.6.2 The broad purpose of this duty is to integrate considerations of equality into day business and keep them under review in decision making, the design of policies and the delivery of services.

- 5.6.3 The LGBCE considered the equality implications throughout the boundary review. Officer do not consider that there is any negative impact on equalities.

## **5.7 Corporate Parenting**

- 5.7.1 Not applicable

## **5.8 Consultation and Engagement**

- 5.8.1 The LGBCE ran the public consultation on the electoral review of Barnet ([www.lgbce.org.uk/barnet](http://www.lgbce.org.uk/barnet)) which was widely publicised by the Commission and Barnet Council.

## **5.9 Insight**

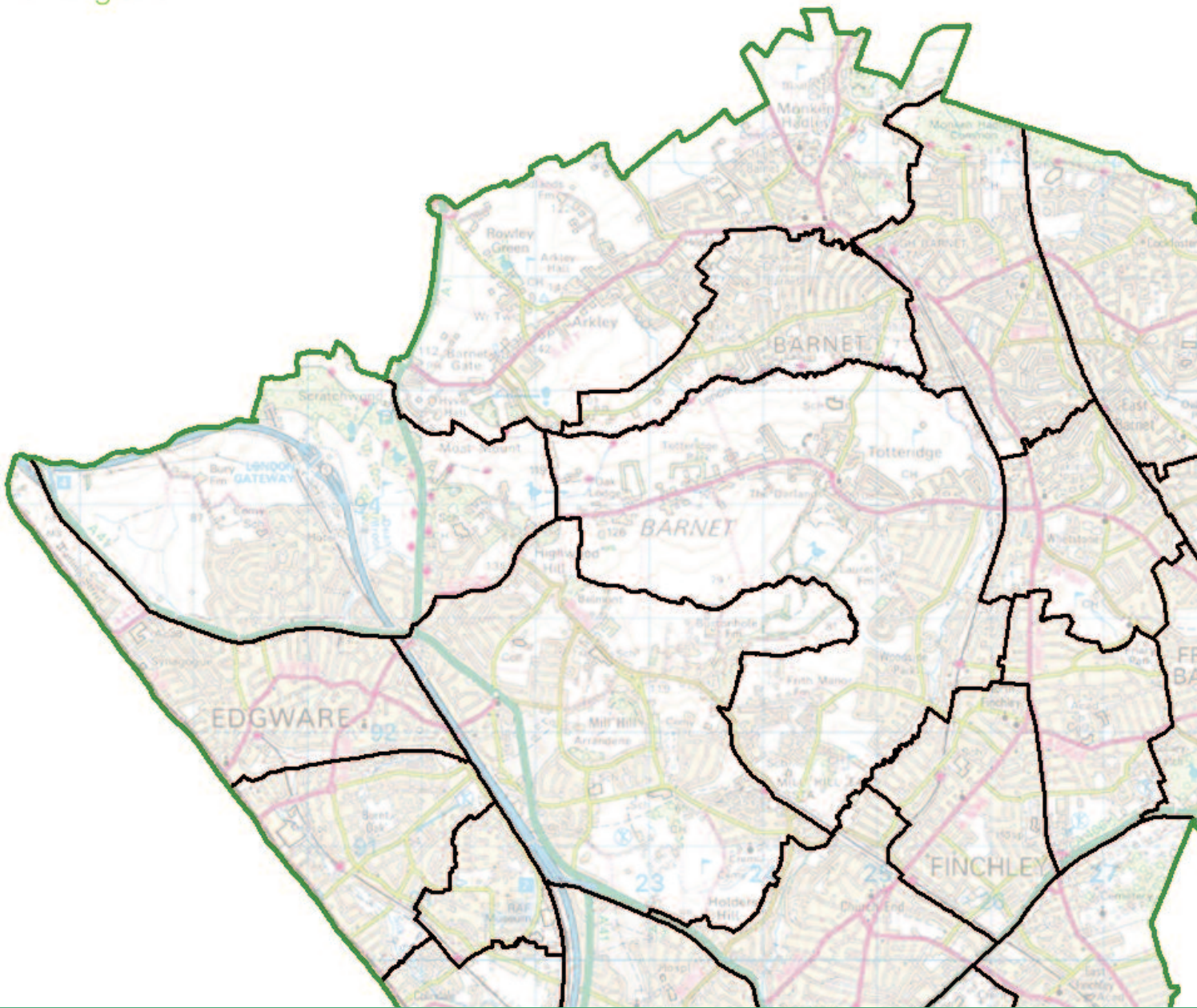
- 5.9.1 The data included in LGBCE report is publicly available via the LGBCE website ([www.lgbce.org.uk/barnet](http://www.lgbce.org.uk/barnet)).

# **6 BACKGROUND PAPERS**

- 6.1 [LGBCE New electoral arrangements for Barnet Council Final Recommendations](#)

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# New electoral arrangements for Barnet Council

## Final recommendations

January 2020

## Translations and other formats:

To get this report in another language or in a large-print or Braille version, please contact the Local Government Boundary Commission for England at:  
Tel: 0330 500 1525

Email: [reviews@lgbce.org.uk](mailto:reviews@lgbce.org.uk)

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## A note on our mapping:

The maps shown in this report are for illustrative purposes only. Whilst best efforts have been made by our staff to ensure that the maps included in this report are representative of the boundaries described by the text, there may be slight variations between these maps and the large PDF map that accompanies this report, or the digital mapping supplied on our consultation portal. This is due to the way in which the final mapped products are produced. The reader should therefore refer to either the large PDF supplied with this report or the digital mapping for the true likeness of the boundaries intended. The boundaries as shown on either the large PDF map or the digital mapping should always appear identical.

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# Introduction

## Who we are and what we do

1 The Local Government Boundary Commission for England (LGBCE) is an independent body set up by Parliament.<sup>1</sup> We are not part of government or any political party. We are accountable to Parliament through a committee of MPs chaired by the Speaker of the House of Commons. Our main role is to carry out electoral reviews of local authorities throughout England.

2 The members of the Commission are:

- Professor Colin Mellors OBE (Chair)
- Andrew Scallan CBE (Deputy Chair)
- Susan Johnson OBE
- Peter Maddison QPM
- Amanda Nobbs OBE
- Steve Robinson
- Jolyon Jackson CBE (Chief Executive)

## What is an electoral review?

3 An electoral review examines and proposes new electoral arrangements for a local authority. A local authority's electoral arrangements decide:

- How many councillors are needed.
- How many wards there should be, where their boundaries are and what they should be called.
- How many councillors should represent each ward.

4 When carrying out an electoral review the Commission has three main considerations:

- Improving electoral equality by equalising the number of electors that each councillor represents.
- Ensuring that the recommendations reflect community identity.
- Providing arrangements that support effective and convenient local government.

5 Our task is to strike the best balance between these three considerations when making our recommendations.

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<sup>1</sup> Under the Local Democracy, Economic Development and Construction Act 2009.

6 More detail regarding the powers that we have, as well as the further guidance and information about electoral reviews and review process in general, can be found on our website at [www.lgbce.org.uk](http://www.lgbce.org.uk)

## Why Barnet?

7 We have conducted a review of Barnet Council ('the Council') as its last review was completed in 1999 and we are required to review the electoral arrangements of every council in England 'from time to time'.<sup>2</sup> In addition, the value of each vote in borough council elections varies depending on where you live in Barnet. Some councillors currently represent many more or fewer voters than others. This is 'electoral inequality'. Our aim is to create 'electoral equality', where votes are as equal as possible, ideally within 10% of being exactly equal.

8 This electoral review is being carried out to ensure that:

- The wards in Barnet are in the best possible places to help the Council carry out its responsibilities effectively.
- The number of voters represented by each councillor is approximately the same across the borough.

## Our proposals for Barnet

9 Barnet should be represented by 63 councillors, the same number as there are now.

10 Barnet should have 24 wards, three more than there are now.

11 The boundaries of all wards should change.

## How will the recommendations affect you?

12 The recommendations will determine how many councillors will serve on the Council. They will also decide which ward you vote in, which other communities are in that ward, and, in some cases, which parish council ward you vote in. Your ward name may also change.

13 Our recommendations cannot affect the external boundaries of the borough or result in changes to postcodes. They do not consider parliamentary constituency boundaries. The recommendations will not have an effect on local taxes, house prices, or car and house insurance premiums and we are not able to consider any representations which are based on these issues.

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<sup>2</sup> Local Democracy, Economic Development & Construction Act 2009 paragraph 56(1).

## Review timetable

14 We wrote to the Council to ask its views on the appropriate number of councillors for Barnet. We then held two periods of consultation with the public on ward patterns for the borough and a period of further consultation for the south of the authority. The submissions received during consultation have informed our final recommendations.

15 The review was conducted as follows:

Stage starts	Description
18 September 2018	Number of councillors decided
25 September 2018	Start of consultation seeking views on new wards
3 December 2018	End of consultation; we begin analysing submissions and forming draft recommendations
5 March 2019	Publication of draft recommendations; start of second consultation
24 June 2019	End of consultation; we begin analysing submissions and forming new recommendations
1 October 2019	Publication of further draft recommendations and start of consultation
12 November 2019	End of consultation; we begin analysing submissions and forming final recommendations
7 January 2020	Publication of final recommendations





## Analysis and final recommendations

16 Legislation<sup>3</sup> states that our recommendations should not be based only on how many electors<sup>4</sup> there are now, but also on how many there are likely to be in the five years after the publication of our final recommendations. We must also try to recommend strong, clearly identifiable boundaries for our wards.

17 In reality, we are unlikely to be able to create wards with exactly the same number of electors in each; we have to be flexible. However, we try to keep the number of electors represented by each councillor as close to the average for the council as possible.

18 We work out the average number of electors per councillor for each individual local authority by dividing the electorate by the number of councillors, as shown on the table below.

	2018	2025
Electorate of Barnet	250,294	273,174
Number of councillors	63	63
Average number of electors per councillor	3,973	4,336

19 When the number of electors per councillor in a ward is within 10% of the average for the authority, we refer to the ward as having 'good electoral equality'. Twenty-three of the proposed 24 wards for Barnet will have good electoral equality by 2025. East Finchley ward will 11% fewer electors than the borough average.

## Submissions received

20 See Appendix C for details of the submissions received. All submissions may be viewed at our offices by appointment, or on our website at [www.lqbce.org.uk](http://www.lqbce.org.uk)

## Electorate figures

21 The Council submitted electorate forecasts for 2024, a period five years on from the originally scheduled publication of our final recommendations in 2019. These forecasts were broken down to polling district level and predicted an increase in the electorate of around 9% by 2024.

<sup>3</sup> Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009.

<sup>4</sup> Electors refers to the number of people registered to vote, not the whole adult population.

22 During the initial consultation period it was brought to our attention that the Council's electorate figures included a group of overseas electors ineligible to vote in local elections. In discussion with the Council, we removed these electors from the published electorate figures. In addition, during our formulation of the draft recommendations, we noted that two development sites had been allocated to the wrong polling districts. The figures were revised to ensure the sites are in the correct polling district. However, as a result, the forecast growth fell by approximately 500 electors as each site had a slightly different elector-per-household ratio under the Council's forecast methodology.

23 Finally, we noted the concerns of the Barnet Conservatives over the potential impact on the electoral forecasts relating to delays to the Brent Cross North development scheme. However, we must be cautious in revisiting electorate figures continuously through the review and, subject to the amendments identified above, we were satisfied that the projected figures were the best available. We used these figures to produce our draft recommendations.

24 In response to the draft recommendations a number of respondents raised questions about the level of development within Barnet. A consultation response from Council Officers cited new housing targets for the borough which double the housing supply data used within its forecast methodology. A number of other respondents suggested that the level of growth around Brent Cross and in Mill Hill would be greater than recorded in the forecast figures.

25 We note that some respondents have referred to growth beyond the five-year period that legislation requires us to consider, therefore we are unable to consider them. As stated above, we do not normally revisit the electorate figures continuously throughout a review. We readily acknowledge that forecasting is an inexact science and will never be 100% accurate. In this context, while we note the comments from the Council Officers and a number of respondents, we are not revising the forecast figures.

26 Finally, having extended the review to accommodate consultation on further draft recommendations, the review will now end in January 2020 rather than 2019. Therefore, the five-year forecast period should now be 2025 rather than 2024. We are content that the forecast figures are sufficiently accurate to be regarded as an accurate forecast for 2025 as well as 2024.

## Number of councillors

27 Barnet Council currently has 63 councillors. We looked at evidence provided by the Council and concluded that keeping this number the same will ensure the Council can carry out its roles and responsibilities effectively.

28 We therefore invited proposals for new patterns of wards that would be represented by 63 councillors.

29 In response to our consultation on ward patterns we received a number of general comments both objecting to and in support of this proposed council size. However, we were of the view that no significant evidence was received that would justify a change in this number. In response to our draft recommendations we also did not receive any significant comments on the number of councillors. We have therefore based the final recommendations on a council size of 63.

## Ward boundaries consultation

30 We received 31 submissions in response to our consultation on ward boundaries. These included two borough-wide proposals from Barnet Conservatives ('the Conservatives') and a joint submission from the Labour Group on Barnet Council and the Barnet Labour Party ('Labour Group'). The Conservative proposal was based on 63 councillors with a mixed pattern of single-, two- and three-member wards. In a number of areas there were discrepancies between the text, maps and figures used for their proposals. To assist, we provided the Conservatives with a digitised version of their proposals. We also produced a set of electorate figures that sought to reconcile the text, maps and figures provided by the Conservatives. These figures demonstrated that, in a number of areas, the proposed wards would have high electoral variances and differed from those quoted in their submission. Labour proposed a uniform pattern of 21 three-councillor wards, with all wards securing good levels of electoral equality.

31 We also received a number of submissions focusing on specific areas, including Cricklewood, Garden Suburb, Childs Hill, Golders Green, Mill Hill and Muswell Hill.

32 Our draft recommendations were based on a mixture of the Conservative and Labour proposals, along with a number of our own proposals. While we recognised Labour's preference for a uniform pattern of three-councillor wards, the legislation does not require this for London boroughs. We also noted that the Conservatives proposed a mixed pattern of wards. In addition, our draft recommendations took account of the localised evidence we received, which provided information about community links and locally recognised boundaries. In a number of cases we were persuaded to move away from the current uniform pattern of three-member wards.

33 We also visited the area in order to look at the various different proposals on the ground. This visit to Barnet helped us to decide between the different boundaries proposed.

## Draft recommendations consultation

34 We received 171 submissions during the consultation on our draft recommendations. The Labour Group provided comments on all the proposed wards and argued for significant amendments in a number of areas. Barnet Council Officers put forward a number of amendments, primarily arguing that they provided clearer boundaries or reflected Parliamentary boundaries. We received a large number of submissions about the Cricklewood, Golders Green South, and single-councillor Muswell Hill wards. We also received comments on our warding recommendations for Finchley.

35 As stated above, Barnet Council Officers put forward a number of amendments, in some instances arguing that they sought to reduce issues when drawing up polling districts or to reflect parliamentary constituency boundaries. However, when conducting electoral reviews we do not have regard to parliamentary boundaries and we have therefore not taken account of them as we have developed our recommendations.

## Further limited consultation

36 We undertook a period of further limited consultation on proposals for the Finchley, Golders Green and Hendon areas. In response, we received 189 responses which put forward a mixture of support and objections for the further draft proposals. The majority of these submissions put forward comments on the Hendon and Golders Green area, but we also received comments on the Finchley area.

37 Our final recommendations for the borough are based on the draft recommendations with a modification to the wards in Finchley and Muswell Hill. We propose a number of more minor modifications elsewhere in the borough to strengthen boundaries in response to the evidence received.

## Final recommendations

38 Our final recommendations are for a mixed pattern of nine two-councillor wards and 15 three-councillor wards. We consider that our final recommendations will provide for good electoral equality while reflecting community identities and interests where we received such evidence during consultation.

39 The tables and maps on pages 10–36 detail our new draft recommendations for each area of Barnet. They detail how the proposed warding arrangements reflect the three statutory<sup>5</sup> criteria of:

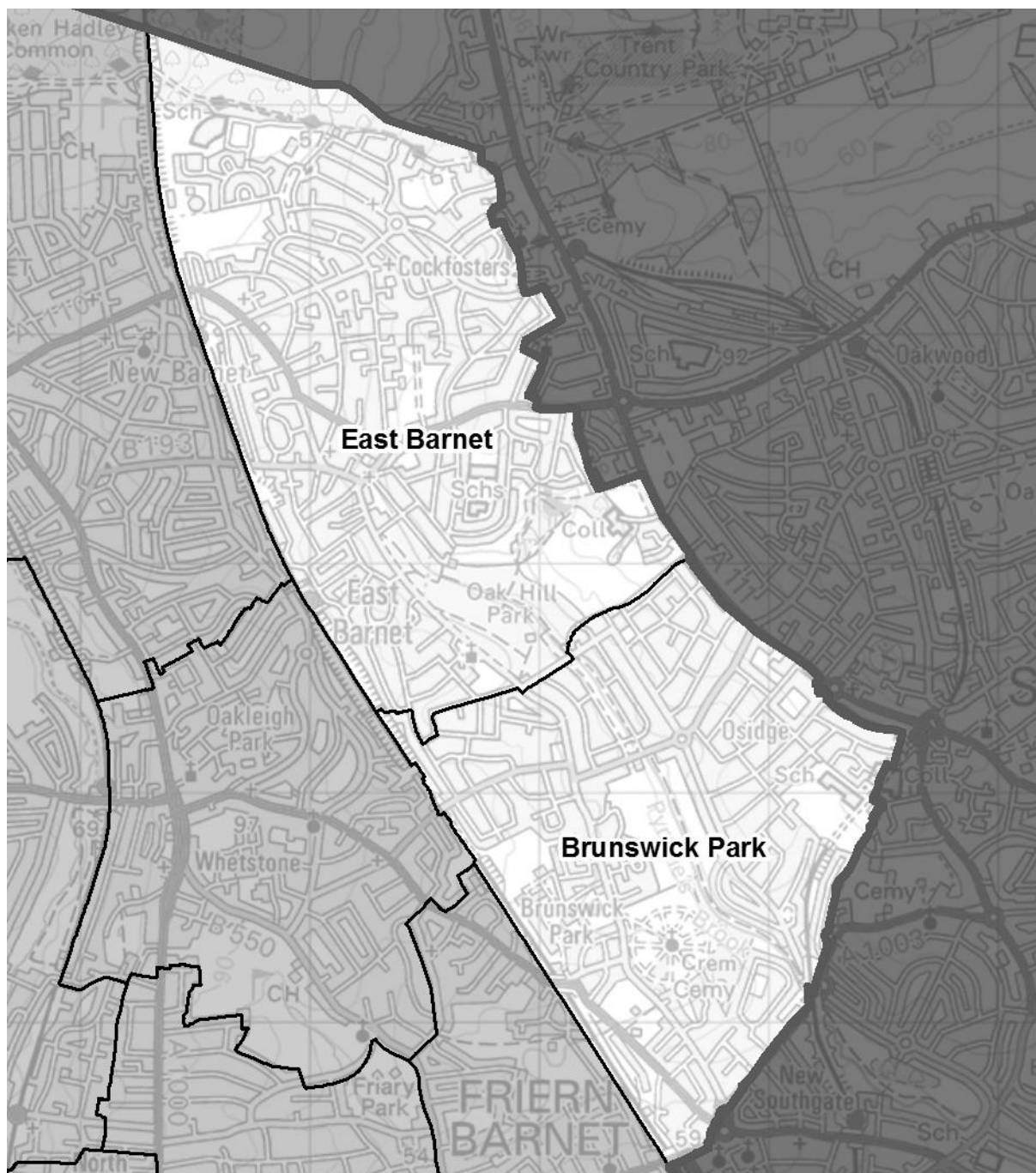
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<sup>5</sup> Local Democracy, Economic Development and Construction Act 2009.

- Equality of representation.
- Reflecting community interests and identities.
- Providing for effective and convenient local government.

40 A summary of our proposed new wards is set out in the table starting on page 42 and on the large map accompanying this report.

## East Barnet



Ward name	Number of councillors	Variance 2025
Brunswick Park	3	1%
East Barnet	3	0%

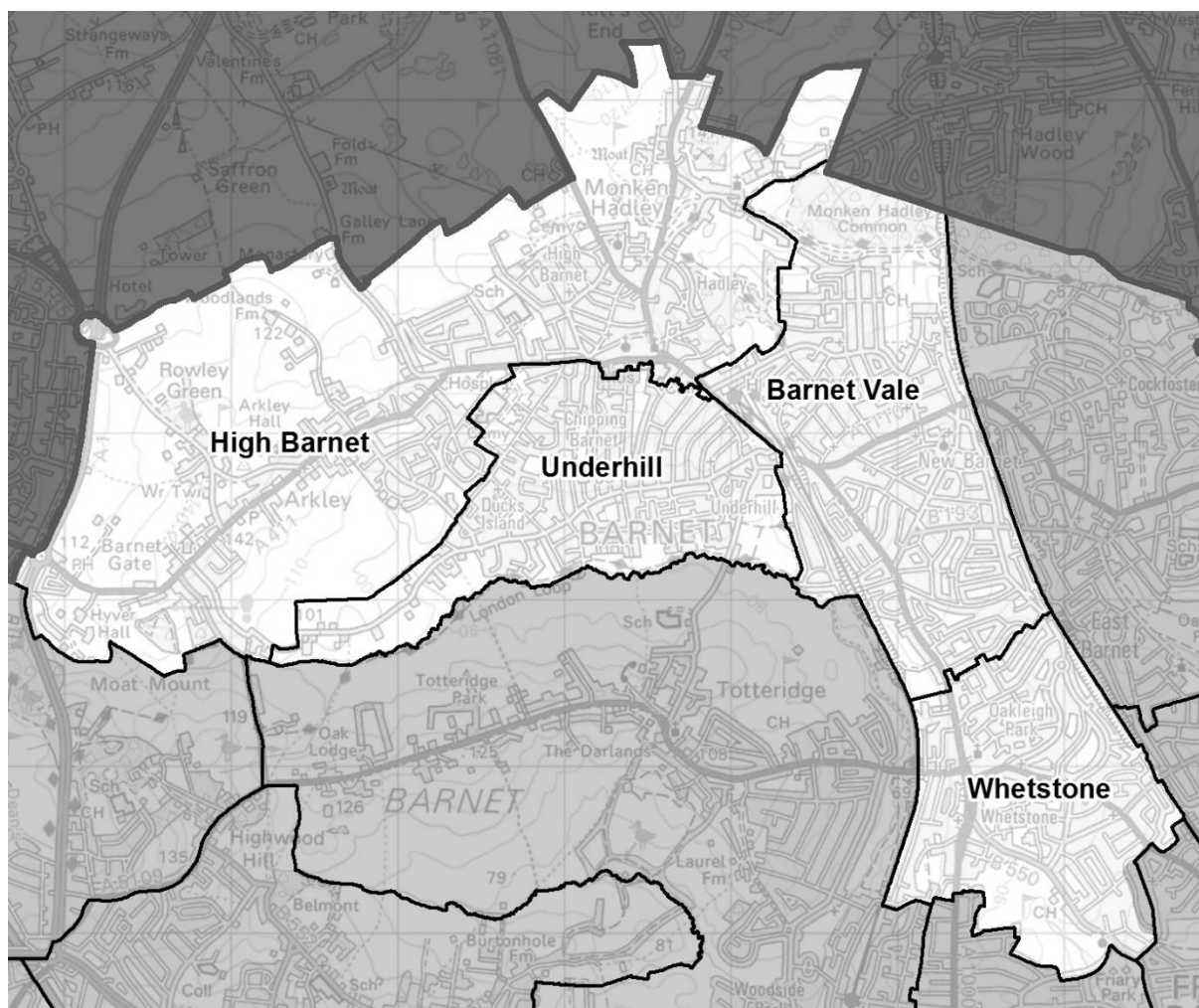
### *Brunswick Park and East Barnet*

41 We received general support for these wards in response to our draft recommendations. However, a local resident requested a boundary amendment to transfer their house on Gallants Farm Road from Brunswick Park ward to East

Barnet ward. We have carefully considered this proposal but have decided not to adopt it because it would require the transfer of other properties and we have not received sufficiently compelling evidence to make such a change. A local resident proposed a small amendment to the proposed East Barnet and High Barnet wards. We are not adopting the resident's proposal to tie the boundary to alternative ground detail as we do not consider it provides a clearer ward boundary. It would also result in the separation of two areas that appear to share good access routes.

42 We have therefore decided to confirm our draft recommendations for these wards as final.

## North Barnet



Ward name	Number of councillors	Variance 2025
Barnet Vale	3	-6%
High Barnet	2	6%
Underhill	2	6%
Whetstone	2	-1%

### *Barnet Vale, High Barnet and Underhill*

43 In response to our draft recommendations, we received a number of proposed amendments for these wards. The Council Officers proposed running the boundary between High Barnet and Underhill wards along Wood Street, arguing this provides a clearer boundary. However, we note that our proposed boundary was broadly supported by a local resident. Additionally, this proposal results in a higher electoral variance and we remain of the view that there are advantages to retaining the entirety of the retail area in a single ward. In light of this and the support from a local resident, we are not adopting the Council Officers' proposal. We are, however, adopting a minor amendment proposed by the resident. This is to include the whole



of Barnet & Southgate College's grounds in High Barnet ward. The resident also suggested that the grounds of the Barnet Museum should be included in the same ward as the museum, but it is our understanding that the area covered by the grounds is administered as part of the Old Courthouse Recreation Ground, so we consider it best to retain this area in the same ward. Therefore, we are not adopting this proposal.

44 We received objections to the boundary between Barnet Vale and Underhill, with Love Whetstone and a resident arguing that the area to the west of the underground line around Sherrards Way should be in Underhill ward. The Labour Group and a resident argued that Westcombe Drive and the old Underhill football stadium site should be in Underhill ward. While we note the concerns over the inclusion of the Sherrards Way area in Barnet Vale ward, transferring this to Underhill ward would significantly worsen electoral equality in Underhill and Barnet Vale wards to 16% more and 12% fewer electors per councillor than the borough average by 2025, respectively. We do not consider there to be sufficient evidence to justify these high variances and we are therefore not adopting this amendment. We do, however, propose transferring Westcombe Drive and the old Underhill football stadium site to Underhill ward. Although this marginally worsens electoral equality in Barnet Vale and Underhill wards, we agree that this change will provide a stronger ward boundary.

45 Finally, in this area the Trustees of Monken Common and a local resident both proposed small amendments to the boundary between Barnet Vale and Underhill wards. We are not adopting the Trustees' proposal to transfer a small area of the common to Barnet Vale ward as we consider that Camlet Way provides a clear ward boundary in this area and should be used along its length. We are also not adopting the resident's proposal to tie the boundary to alternative ground detail as we are not persuaded it will provide a sufficiently clear ward boundary.

#### *Whetstone*

46 We received a mixture of objections and some general support for this ward. The Council Officers proposed amending the boundary between Whetstone and Barnet Vale wards, moving the boundary to the centre of Buckingham Avenue. We note this amendment has limited impact on electoral equality. However, we are of the view that insufficiently compelling evidence has been provided for the change and we are therefore not adopting it as part of our final recommendations.

47 Love Whetstone and a local resident proposed a minor amendment between Whetstone and Coppetts wards, arguing that the boundary along Raleigh Drive splits this quiet residential area. They argued that Manor Drive is a busier road and therefore a more suitable boundary. We note that this amendment would have minimal impact on electoral equality while also reflecting a community boundary, and we are therefore adopting it as part of our final recommendations.

## Finchley



Ward name	Number of councillors	Variance 2025
East Finchley	3	-11%
Finchley Church End	3	4%
West Finchley	3	0%
Woodhouse	2	9%

### *East Finchley*

#### *Response to the draft recommendations*

48 In response to the draft recommendations, the Labour Group proposed moving the northern boundary to the North Circular, arguing that this was a strong boundary that should not be breached and that electors to the north look to West Finchley. To ensure electoral equality, the Group proposed amendments to the boundary with our proposed Garden Suburb ward. A number of residents also objected to the draft recommendation to transfer an area to the north of the North Circular to West Finchley ward.

49 We also received a mixture of support and objections to our proposed boundary between East Finchley and Garden Suburb wards, with a number of residents specifically rejecting the original Conservative Group proposal to include the area around East End Road in Garden Suburb ward. Mike Freer MP (Finchley & Golders Green) and Councillor Grover expressed support for the original Conservative Group proposal. They argued that this proposal would enable Garden Suburb ward to take in a small number of roads of the Hampstead Garden Suburb Trust area that were omitted from the ward in the draft recommendations. It would also take in the area to the south of East End Road that, while not part of the Trust area, considers itself to be within the Garden Suburb ward. A number of other residents proposed small amendments between East Finchley and Garden Suburb ward to transfer specific roads between wards.

50 We gave careful consideration to the evidence received. We noted the objections to the boundary between East Finchley and West Finchley wards and accepted that the North Circular should be used as a boundary in this area. However, although there was some support for the original Conservative proposal for the boundary between East Finchley and Garden Suburb wards, we noted the support for keeping the area around East End Road in East Finchley ward. We acknowledged that our draft recommendations excluded a few roads that sit within the Hampstead Garden Suburb Trust area, but to include them all would worsen electoral equality in Garden Suburb ward to 13% more electors than the borough average by 2025. In addition, although the Labour Group proposal would improve electoral equality in East Finchley ward, we considered that its proposed boundary removes more roads from Garden Suburb ward that sit in the Hampstead Garden Suburb Trust area. Therefore, we were not persuaded to amend the boundary between East Finchley and Garden Suburb ward.

51 In using the North Circular as a boundary, an amended East Finchley ward would have 11% fewer electors per councillor than the borough average by 2025. We considered this acceptable given its location at the edge of the borough and the limitations imposed by the north circular as a strong boundary in this area. However, as part of our decision to hold a period of further consultation in the Finchley area (paragraphs 55–72), we also consulted on the amendments described above.

#### *Response to the further draft recommendations*

52 In response to our consultation on the further draft recommendations, we received support for our proposal to use the North Circular as the northern boundary of East Finchley ward. We also received some limited objections to the boundary with Garden Suburb ward. The Conservative Group and Mike Freer MP reiterated the proposals they submitted in response to the consultation on the draft recommendations. A number of other respondents, including GLA Councillor Dismore, argued that electoral equality in East Finchley ward could be improved by transferring electors to the south of the underground line to East Finchley.

53 We have carefully considered the representations made for this area and note the support for using the North Circular as a boundary. We have retained this boundary as part of our final recommendations. Having considered the suggested amendments to the railway line boundary with Garden Suburb ward, we note that there is no agreement on what roads should be transferred between wards. In addition, as stated in our publication on further draft recommendations, although an amendment to this boundary would improve electoral equality in East Finchley ward we consider that it would remove more of the roads that sit within the Hampstead Garden Suburb Trust area from the Garden Suburb ward. That is something we have tried to avoid, and we are therefore retaining this boundary as part of our final recommendations.

54 Finally, we also note the argument we received for including the whole of Ossulton Way in Garden Suburb ward. However, this would worsen electoral equality in East Finchley ward further, to 13% fewer electors than the borough average by 2025. While, as stated above, we have sought to minimise the division of the area covered by the Trust, we must balance evidence of community identity with electoral equality and do not consider the worsening of electoral equality can be justified in this case. We are therefore not adopting this proposal and are confirming our further draft recommendations for East Finchley ward as final.

*Finchley Church End, West Finchley and Woodhouse  
Response to the draft recommendations*

55 In response to the draft recommendations, the Labour Group proposed a number of significant amendments which it argued would provide a stronger warding pattern. Some of its amendments reflected other objections that we received to our proposals in this area. Council Officers proposed changes to West Finchley and Woodhouse wards, primarily to ensure the ward boundaries reflect the Parliamentary constituency boundaries. However, when conducting electoral reviews we do not have regard to parliamentary boundaries and therefore we did not take this into account as we developed our recommendations. Consequently, we did not adopt the Council Officers' proposals.

56 The Labour Group objected to the proposed Woodhouse and West Finchley wards, arguing that Woodhouse ward is centred around North Finchley town centre, the High Road and Woodhouse Road. It argued that our proposals to include roads either side of the High Road in West Finchley ward did not reflect community or local transport links, with residents looking to north Finchley for schools and services. It proposed transferring these areas to Woodhouse ward.

57 The Labour Group also proposed transferring an area to the east of East End Road from our proposed Finchley Church End ward to West Finchley ward, arguing that residents here access Finchley Central underground station and services along

Ballards Lane. A number of local residents also argued that Station Road and Lichfield Grove have clear access onto Ballards Lane. Finally, the Labour Group proposed transferring the Westbury Road and Courthouse Road areas from Totteridge & Woodhouse ward to West Finchley ward, arguing that residents here use facilities in West Finchley. This was also proposed by the West Finchley Residents' Association and a number of local residents, who cited their links to West Finchley.

58 Two local residents argued that the area around Hutton Grove should be in the Woodhouse ward, citing links there.

59 We gave careful consideration to the evidence received. Our draft recommendations for this area were based primarily on our own boundaries in order to address the poor levels of electoral equality in the proposals received during the original consultation. As a result of the evidence we received during consultation, we were persuaded to make a number of notable departures from the draft recommendations (paragraphs 60 – 63) and to hold a period of limited further consultation before finalising our recommendations for these wards.

60 As stated in the East Finchley section above, we accepted that the North Circular should be retained as a boundary in this area, with the Labour Group and residents arguing that the area to the north of the road considers this to be a strong boundary between communities. In addition, the Labour Group put forward good evidence to justify a Woodhouse ward based around the High Road and Woodhouse Road. We noted that this proposal was dependent on an amendment to the boundary between West Finchley and Finchley Church End wards around Finchley Central underground station.

61 Our draft recommendations for a Finchley Church End ward sought to reflect the evidence received during the consultation for retaining the commercial area along Regents Park Road in a Church End ward. However, in light of the new evidence received, we proposed to transfer this area to the West Finchley ward as part of our further draft recommendations. Our earlier visit to the area highlighted that there is a good road link across the underground track from Regent's Park Road to Ballards Lane.

62 We considered the evidence to justify the transfer of Westbury Road and Court House Road to West Finchley ward to be strong and we adopted this amendment as part of our further draft recommendations. However, we did not adopt the proposal from local residents to transfer the Hutton Grove area to Woodhouse ward as this would have worsened electoral equality to 12% fewer electors per councillor by 2025 in West Finchley ward and 16% more in Woodhouse ward. We did not consider there to be sufficiently compelling evidence to support such high electoral variances.

63 Finally, a local resident suggested that West Finchley ward covers North Finchley and should be named as such. However, in light of the proposed changes to ward boundaries and a lack of further supporting evidence, we did not propose to adopt this name as part of our further draft recommendations.

#### *Response to the further draft recommendations*

64 In response to the consultation on further draft recommendations we are reverting back to a modified version of our draft recommendations for these wards.

65 The Labour Group expressed general support for the further draft recommendations. GLA Councillor Dismore also expressed support, arguing that the draft recommendations did not reflect links around Nether Road. He also supported the inclusion of Lichfield Grove and Station Road in the West Finchley ward, arguing that residents on these roads use Finchley Central station and that the future proposed development around the station would mean Ballards Lane and Regents Park Road become a continuous high street. A number of residents put forward similar arguments, expressing support for the further draft recommendations for this area. Councillor Dismore and a number of residents proposed a small modification, arguing that Spencer Close and Avenue House would be better placed in Finchley Church End ward.

66 The Liberal Democrat Group objected to the proposal to transfer areas of Church End to the West Finchley ward, arguing that the boundary should run along the underground line.

67 The Conservative Group also objected to the further draft recommendations for this area. It argued that the commercial area of Church End is a cohesive retail area, with a separate retail strategy to Ballards Lane. It also argued that the further draft recommendations boundary was more complicated, with only one crossing point of the underground line. Councillor Thomas put forward a similar argument, adding that Childs Hill has its own conservation area, which the proposals divide, while also dividing the Akiva School and the New North London Synagogue from the communities they serve. Councillors Greenspan and Grocock objected to the further draft recommendations, arguing that they split Church End and that the railway is a stronger boundary. A number of residents also objected to the further draft recommendations, putting forward similar arguments.

68 In addition to its concerns about the boundary with Finchley Church End ward, the Conservative Group also objected to the further draft recommendations for West Finchley and Woodhouse wards. It argued that the boundary between these wards along Etchingam Road splits the area to the east from West Finchley, where residents look for services, and also from Victoria Park. A number of local residents provided submissions that made the same arguments in objection to this boundary. The Conservative Group also argued that the boundary between West Finchley and

Woodhouse should run along the A1000 High Road. Finally, it proposed transferring Horsham Avenue and the east end of Torrington Park from Woodhouse ward to Coppetts ward, arguing this would retain the whole of the shopping centre along Woodhouse Road and Friern Barnet Lane within the Coppetts ward.

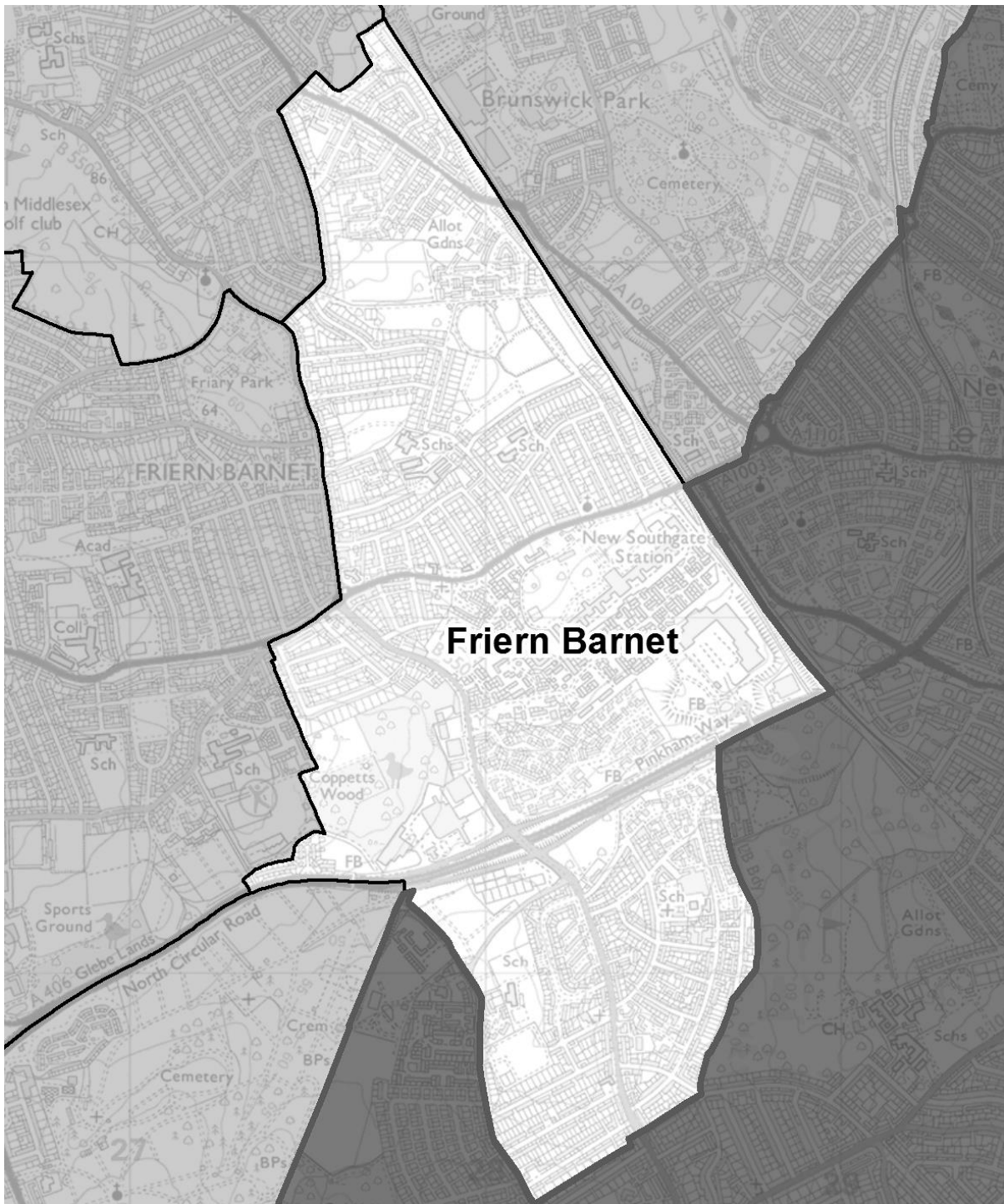
69 Councillor Dismore expressed support for the further draft recommendations, arguing that Friern Barnet Lane is a strong boundary and was preferable to dividing the area along Horsham Avenue.

70 One resident argued for the inclusion of part of the Church End area in Golders Green ward. However, we rejected a similar proposal following the warding pattern consultation. There was no further evidence to support this and we are not, therefore, adopting it as part of our final recommendations.

71 We have given careful consideration to the evidence received and note the mixture of support and objections to our further draft recommendations for this area, and in some instances support for the draft recommendations. Although there was some support for transferring part of Church End to West Finchley ward, on balance we consider that the evidence against doing this is stronger. Although future development may enhance the links between Ballards Lane and the Regents Park Road areas, we acknowledge that these areas have different identities. We also acknowledge that the boundary between West Finchley and Woodhouse ward divides the area around Etchingam Road. We have therefore revisited our recommendations for this area.

72 As part of our final recommendations, we are reverting to the draft recommendations for a Finchley Church End ward. To the east, we are retaining the further draft proposals to include the area to the north of the North Circular and Westbury and Courthouse roads area in West Finchley ward. However, we are modifying the eastern boundary with Woodhouse ward by retaining the area to the east of the A1000 High Road in the Woodhouse ward. This area has better links north into Woodhouse than across High Road to West Finchley. We note the Conservative Group modification to Woodhouse ward to retain the whole of the shopping area around Woodhouse Road and Friern Barnet Lane within the Coppetts ward. However, we do not support this proposal as it also removes Horsham Avenue and the east end of Torrington Park from the Woodhouse ward. We consider that these areas have better links to their neighbouring roads in the Woodhouse ward. We are therefore retaining the boundary for the east of Woodhouse ward that we included in our draft recommendations.

## Friern Barnet



Ward name	Number of councillors	Variance 2025
Friern Barnet	3	-2%

### *Friern Barnet*

73 We are proposing a modification to our draft recommendations for this area. As part of the draft recommendations we proposed a single-councillor Muswell Hill ward,



reflecting the argument that the North Circular is a significant boundary in this area. However, we also expressed reservations about a single-councillor ward from the perspective of effective and convenient local government.

74 In response to this we received some limited support for the single-councillor ward, with residents arguing that the area is separated from the rest of the borough. However, the Council Officers, Labour Group, Torrington Park Residents' Association and a number of residents put forward significant objections, arguing that there are good transport links across the North Circular and that a single-councillor ward would have reduced representation, particularly in the event of councillor illness or holiday. They argued that the single-councillor Muswell Hill ward should be combined with the two-councillor Coppetts ward, creating a three-councillor ward.

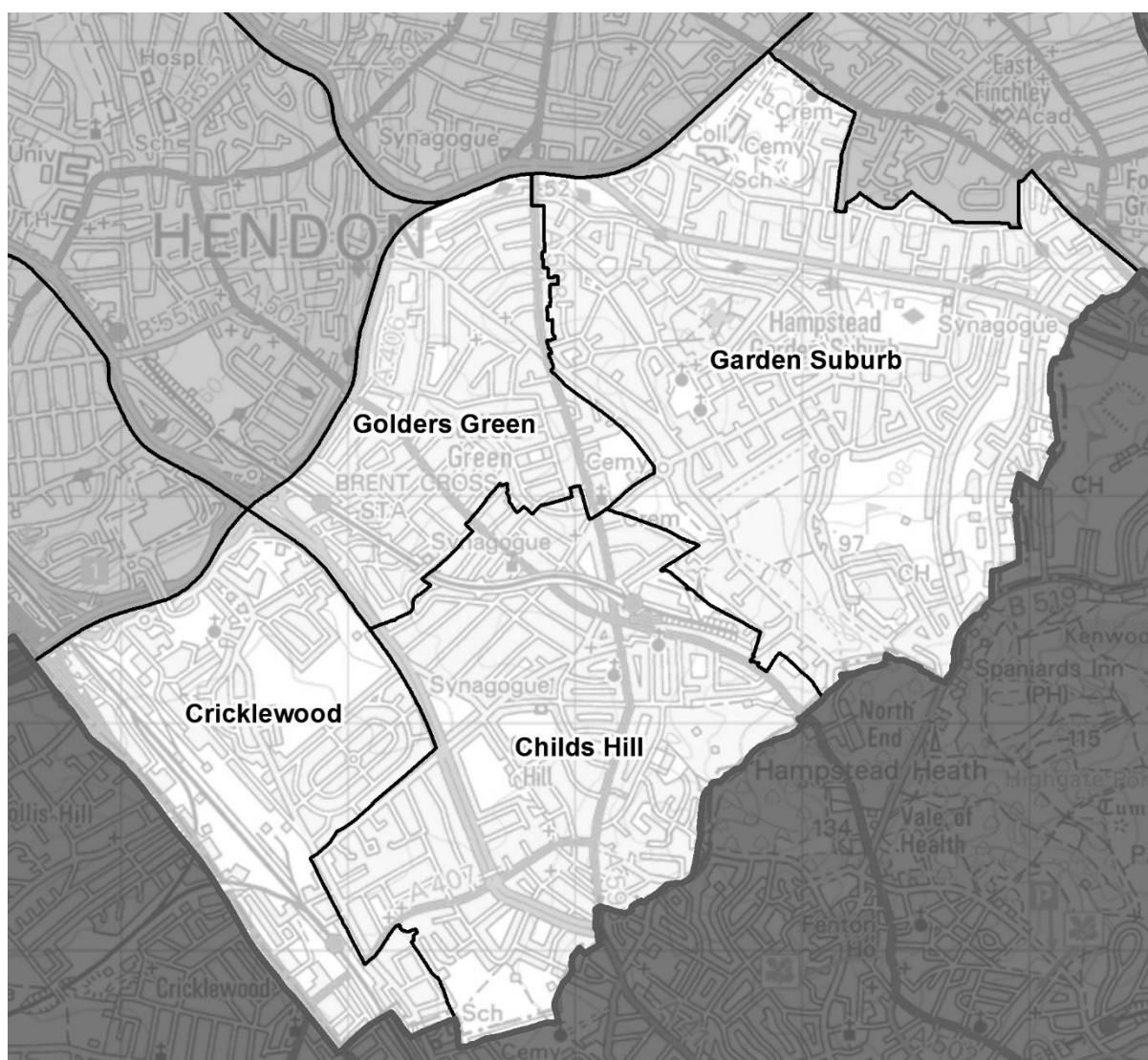
75 Although this area was not subject to further consultation, the Conservative Group proposed amending the boundary between Coppetts and Woodhouse wards, arguing that the draft recommendations divided the shopping area around Woodhouse Road and Friern Barnet Lane and that this should be in Coppetts ward

76 We have carefully considered the evidence received, particularly the concern over the creation of a single-councillor ward and the concerns over representation. While there is nothing to prevent the creation of a single-member ward here, when considered alongside the evidence of links across the North Circular, we are persuaded that the wards should be combined to create a three-councillor ward. We recognise that there were some objections to using Coppetts as the ward name, with a number of alternative options put forward. Several respondents suggested that the name Friern Barnet was reflective of the wider area, rather than Coppetts, which refers to a local park. We have been persuaded by this evidence and have decided to adopt the name of Friern Barnet for this ward.

77 As stated in the Whetstone section above, we are proposing a small amendment to move the boundary with this ward to Manor Drive, rather than Raleigh Drive.

78 Finally, we note the Conservative Group proposal to include the whole of the Woodhouse Road and Friern Barnet Lane shopping area in this ward. However, as already stated, we do not support its proposal to remove Horsham Avenue and the east end of Torrington Park from the Woodhouse ward as these areas have better links to their neighbouring roads. We are therefore retaining the draft recommendations boundary with Woodhouse ward.

## Cricklewood, Garden Suburb and Golders Green



Ward name	Number of councillors	Variance 2025
Childs Hill	3	-3%
Cricklewood	2	-9%
Garden Suburb	2	6%
Golders Green	2	-3%

### *Cricklewood*

79 We received significant objections to our draft recommendation for this ward, as well as some support. The objections focused on a number of areas. There was concern that the development to the south of Brent Cross would produce more electors than the forecast figures have predicted, with a request for a third councillor to reflect this. There were also suggestions that problems around deprivation would warrant a third councillor. However, giving the proposed ward three councillors would result in a ward with 38% fewer electors than the borough average by 2025, which

we do not consider can be justified. Therefore, we are not adopting this proposal as part of our final recommendations.

80 A number of residents questioned why an area of Cricklewood is being transferred to Golders Green South ward, arguing that instead part of the Childs Hill area of Golders Green South ward should be added to Cricklewood ward. As stated in the draft recommendations, we noted that this would result in the inclusion in this ward of a very small section of the Childs Hill area around Finchley Road and Cricklewood Lane, which we did not consider would reflect community identity. We have no significant new evidence to suggest that this proposal would reflect communities, and we are not therefore adopting it as part of our final recommendations.

81 A number of residents as well as Cricklewood Community Forum and the Railway Terraces Residents' Association argued that Hendon Way and Cricklewood Road are stronger boundaries than those proposed in the draft recommendations. They proposed that an area to the west and north should be transferred to Cricklewood ward and be a three-councillor ward. However, the resulting ward would have 22% fewer electors than the borough average by 2025. We do not consider that we have received sufficient evidence to justify such a high electoral variance and we are therefore not adopting this proposal as part of our final recommendations.

82 The Golders Green Estate Residents' Association and a number of individual residents argued that the Golders Green Estate would be better served in a Golders Green ward. However, another resident argued that it is better placed in Cricklewood ward. In response to our further draft recommendations, a number of respondents, including the Conservative Group, argued that the Golders Green Estate should be in a Golders Green ward. We acknowledge these arguments, but note that transferring the estate would leave the Cricklewood ward with 27% fewer electors than the borough average by 2025, which we do not consider can be justified on the basis of the evidence we have received.

83 In their response to the further draft recommendations, the Conservative Group proposed a number of further amendments to transfer an area to the east of Brent Terrace to a new three-councillor Golders Green ward, while reducing Cricklewood ward to one councillor. Although this proposal would secure good electoral equality, we have concerns about the proposed single-councillor ward for Cricklewood, particularly as this could divide some of the area that will be developed around Brent Cross. The Conservatives argue that Brent Terrace creates an impermeable boundary and that it accesses south towards Cricklewood. However, we are concerned that their proposals leave Brent Terrace isolated from its neighbouring communities. We are therefore not adopting this proposal.

84 In response to the draft recommendations, we received conflicting evidence about the area around Hocroft Avenue. One resident argued that this area and the area to the north are part of Cricklewood and use the facilities on Cricklewood Lane, near Farm Avenue, which are an essential part of Cricklewood. Other residents expressed support for the area around Hocroft Avenue being in Golders Green South ward. Some of these concerns were reiterated in responses to our further draft recommendations. We note the concern of the resident about the shops on Cricklewood Lane, but while the shops might serve other areas of Cricklewood, they also serve the area transferred to Golders Green South ward. Since it is not possible to secure good electoral equality by using Hendon Way as a boundary and, given we have rejected transferring a small area of Childs Hill to an enlarged Cricklewood ward, we did consider whether the shops on Cricklewood Lane near Farm Avenue should be placed in Cricklewood ward. However, we have concluded that it would produce a weaker boundary and not reflect the fact that these facilities are also used by the area around Hocroft Avenue. Therefore, we are retaining them in our modified Childs Hill ward (named Golders Green South under the draft recommendations) as part of our final recommendations.

85 We received a large number of objections to the draft recommendations which split The Vale between Cricklewood and Golders Green South wards, with most arguing that it should be included in Golders Green South ward. We initially proposed this boundary to improve electoral equality in Cricklewood ward. However, we note the evidence received and have decided to include the whole of The Vale in our modified Golders Green ward (named Golders Green South under the draft recommendations). While this results in a slightly higher electoral variance in Cricklewood ward (9% fewer electors than the borough average by 2025), we consider the evidence justifies this.

86 Finally, we note that there were a number of objections to the ward name of Cricklewood but no conclusive argument for any other name was provided. We have therefore decided to retain the ward name of Cricklewood in our final recommendations.

### *Garden Suburb*

87 We received some general support for this ward, but also some objections. Mike Freer MP (Finchley & Golders Green) and Councillor Grover proposed extending the boundary of Garden Suburb ward northwards, as recommended by the Conservative Group during the previous consultation. They argued that this would enable Garden Suburb ward to take in a small number of roads of the Hampstead Garden Suburb Trust area that were omitted by the draft recommendations. This proposal would also take in the area to the south of East End Road that, while not part of the Trust area, considers itself to be within the Garden Suburb.

88 A number of respondents directly opposed the original Conservative submission, contradicting the evidence outlined in the paragraph above. They argued that the area to the south of the underground line around East End Road, including Abbots Gardens, looks to East Finchley in terms of community identities and interests and not the Garden Suburb.

89 The Labour Group also proposed amendments to the boundary with East Finchley ward, in order to improve electoral equality in East Finchley.

90 Although this area was not subject to further consultation, as discussed in the East Finchley section above, a number of respondents proposed minor changes to the boundary between East Finchley and Garden Suburb wards.

91 We have given careful consideration to the evidence received. Although there was some support for the original Conservative proposal for the boundary between East Finchley and Garden Suburb wards, we also note the support for keeping the area around East End Road in East Finchley ward. We acknowledge that our draft recommendations excluded a few roads that sit within the Hampstead Garden Suburb Trust area, but to include them all would worsen electoral equality in Garden Suburb ward to 13% more electors than the borough average by 2025. In addition, although the Labour Group proposal would improve electoral equality in East Finchley ward, we note that its proposed boundary removes more roads from Garden Suburb ward that sit in the Hampstead Garden Suburb Trust area. This is something we have sought to avoid where possible. Therefore, we do not propose amending the boundary between East Finchley and Garden Suburb wards as part of our final recommendations.

92 A local resident argued that Rotherwick Road should be in Garden Suburb ward, rather than the Golders Green South ward. We note the argument that Rotherwick Road is part of the Hampstead Garden Suburb Trust area. However, while we have sought to include most of the Trust area in Garden Suburb ward, it is not possible to include the whole area without creating poor levels of electoral equality. We also note that Rotherwick Road has good access into Golders Green and we are not therefore amending this boundary.

### *Childs Hill and Golders Green*

#### *Response to the draft recommendations*

93 In response to the draft recommendations, the Labour Group proposed an alternative configuration for this area, moving to a three-councillor Golders Green ward and two-councillor Childs Hill ward, arguing that Childs Hill is distinct from Golders Green and that its proposal would reflect this. It also argued that its proposed Golders Green ward would follow clear boundaries centred around Golders Green town centre. A submission from Lord Palmer also argued for a three-

councillor Golders Green ward and a two-councillor Childs Hill ward. We also received significant objections to our draft recommendations for the boundary between Golders Green South and Cricklewood wards, as well as some support.

94 Councillor Zinkin and a number of local residents expressed support for the draft proposals, although a number of respondents argued that Golders Green South ward should include Childs Hill in the name.

95 A local resident argued that Rotherwick Road should be in Garden Suburb ward, rather than the Golders Green South ward.

96 We gave careful consideration to the evidence received. We noted the argument that Rotherwick Road should be in Garden Suburb ward as it is part of the Hampstead Garden Suburb Trust area. For the reasons discussed in paragraph 92, however, we did not adopt this proposed amendment. Additionally, as discussed in detail in the Cricklewood section above, we noted that there were a significant number of concerns about the boundary between Golders Green South and Cricklewood wards. However, with the exception of the proposal to include the whole of The Vale in our Childs Hill ward (Golders Green South under the draft recommendations) we rejected these proposals as they did not secure good electoral equality or use strong boundaries.

97 Having assessed the evidence received on the draft recommendations, we were persuaded that the Labour Group's proposals provided clear boundaries, creating a more compact two-member ward around Childs Hill, while avoiding the division of the Golders Green area along Golders Green Road. The proposals also kept Golders Green town centre in a single ward.

98 Therefore, subject to a small amendment to improve electoral equality we were persuaded to adopt these wards within the borough. Given the significance of these proposed amendments, however, we held additional consultation for this area and invited further representations.

99 We noted that there were a range of arguments for alternative ward names for the Golders Green South ward, with Childs Hill being a dominant suggestion. Therefore, we proposed to call the two-member ward Childs Hill, while calling the three-member ward to the north Golders Green.

#### *Response to the further draft recommendations*

100 In response to this consultation, we received strong objections to the further draft recommendations, although there was some support.

101 The Conservative Group, Mike Freer MP, Councillor M. Cohen and Councillor D. Cohen all objected to the further draft recommendation for a two-councillor Childs

Hill and three-councillor Golders Green ward. Councillor Zinkin put forward objections from a number of local synagogues. Around 80 residents also objected. Many argued that our further draft recommendations divide areas from the Childs Hill ward that have strong links there. They argued that the proposals separate the Golders Green United Synagogue from many of the communities that it serves to the north of Dunstan Road. Respondents from the roads to the north of Dunstan Road argued that they look south and that the underground line to the north has only limited crossing points.

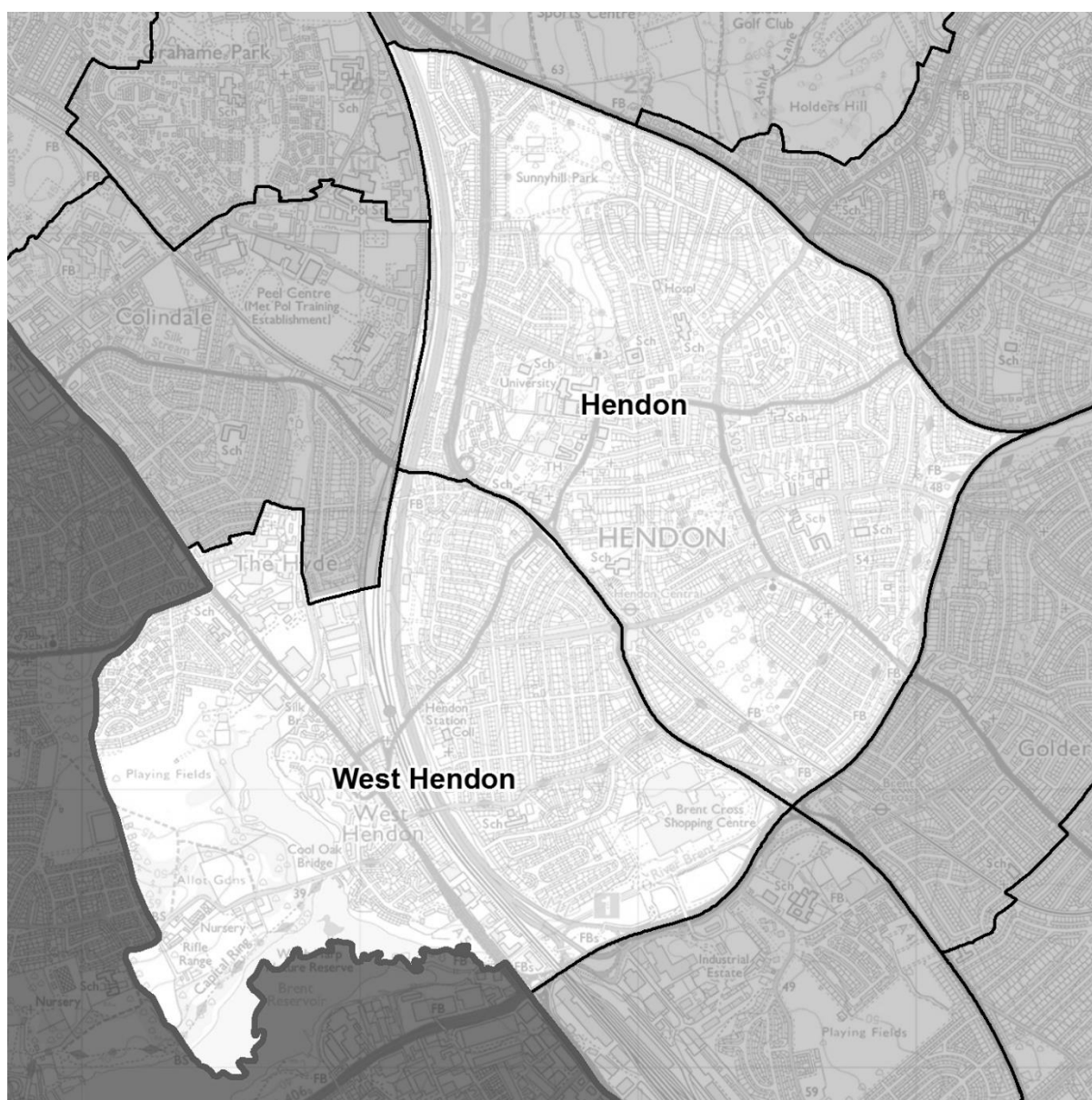
102 The Conservative Group put forward proposals for including the Golders Green Estate and the area to the east of Brent Terrace in a three-councillor Golders Green ward. As a result, it proposed reducing Cricklewood to a single-councillor ward. A number of other respondents also argued that the Golders Green Estate should be in a Golders Green ward, with some also supporting the inclusion of area to the east of Brent Terrace in this ward.

103 The Labour and Liberal Democrat groups expressed support for the further draft recommendations. GLA Councillor Dismore also expressed support, along with a few local residents. There was almost universal support from all respondents for the use of the Childs Hill name.

104 We have given careful consideration to the evidence and note the strong objections to the further draft recommendations. Although there was some support, there is strong evidence against these proposals, and we acknowledge that they divide areas around Childs Hill. We are therefore reverting to our draft recommendations for a three-councillor ward for the Childs Hill area as part of our final recommendations. However, this will also include the whole of The Vale, as discussed in the Cricklewood section, since we received strong evidence for this in response to the draft recommendations. In light of the support for the Childs Hill name, we are adopting this for the revised ward.

105 To the north we are reverting to a two-councillor Golders Green ward. We note the argument from some respondents for including the Golders Green Estate in this ward and to also include the other area to the east of Brent Terrace. However, as discussed in the Cricklewood section, Cricklewood ward would be left with an electoral variance of -27% if only the Golders Green Estate area is transferred, and the creation of a single-councillor Cricklewood ward would be necessitated if the area to the east of Brent Terrace is transferred. We do not believe there is sufficient evidence for this level of electoral inequality and have concerns over its proposal for a single-councillor Cricklewood ward, as discussed in paragraph 83. We are therefore retaining a two-councillor Golders Green ward as part of our final recommendations.

## Hendon



Ward name	Number of councillors	Variance 2025
Hendon	3	4%
West Hendon	3	-4%

### *Hendon and West Hendon*

#### *Response to the draft recommendations*

106 In response to the draft recommendations, Councillor Richman objected to the inclusion of the southern area of Colindale in West Hendon ward stating that the areas have no shared community identities and interests. We noted that retaining this area in Colindale South ward would worsen electoral equality there to 11% more electors per councillor than the borough average. Unlike the East Finchley area, we did not consider there to be a strong justification for this high electoral variance and



we noted that this area has road links into the West Hendon area along the A5. We were therefore not persuaded to adopt this proposal.

107 We also noted that Council Officers proposed a small amendment between West Hendon and Colindale South wards in response to the draft recommendations, using the middle of Silkfield Road as the boundary. However, beyond arguing that it is a clearer boundary, they did not provide any further evidence. While the centre of a road may appear to be a clearer boundary, it does not necessarily mean it is a better one in terms of community identity and there are other areas of the borough where boundaries run along the rear of properties. On the basis of the evidence received, we did not adopt this proposal.

108 The Labour Group expressed general support for these wards. Councillor Richman and a local resident argued that the Shirehall Estate and Cheyne Walk area have strong links into West Hendon, citing cultural, social and religious connections, along with the use of Brent Cross shopping area. We noted that this proposal would worsen electoral equality in both wards. However, we were persuaded by the evidence received to transfer this area to West Hendon ward. As a result, Hendon and West Hendon wards would have 8% fewer and 9% more electors per councillor than the borough average by 2025. Given the significance of these proposed amendments to the draft recommendations, we held additional consultation for this area and invited further representations.

#### *Response to further draft recommendations*

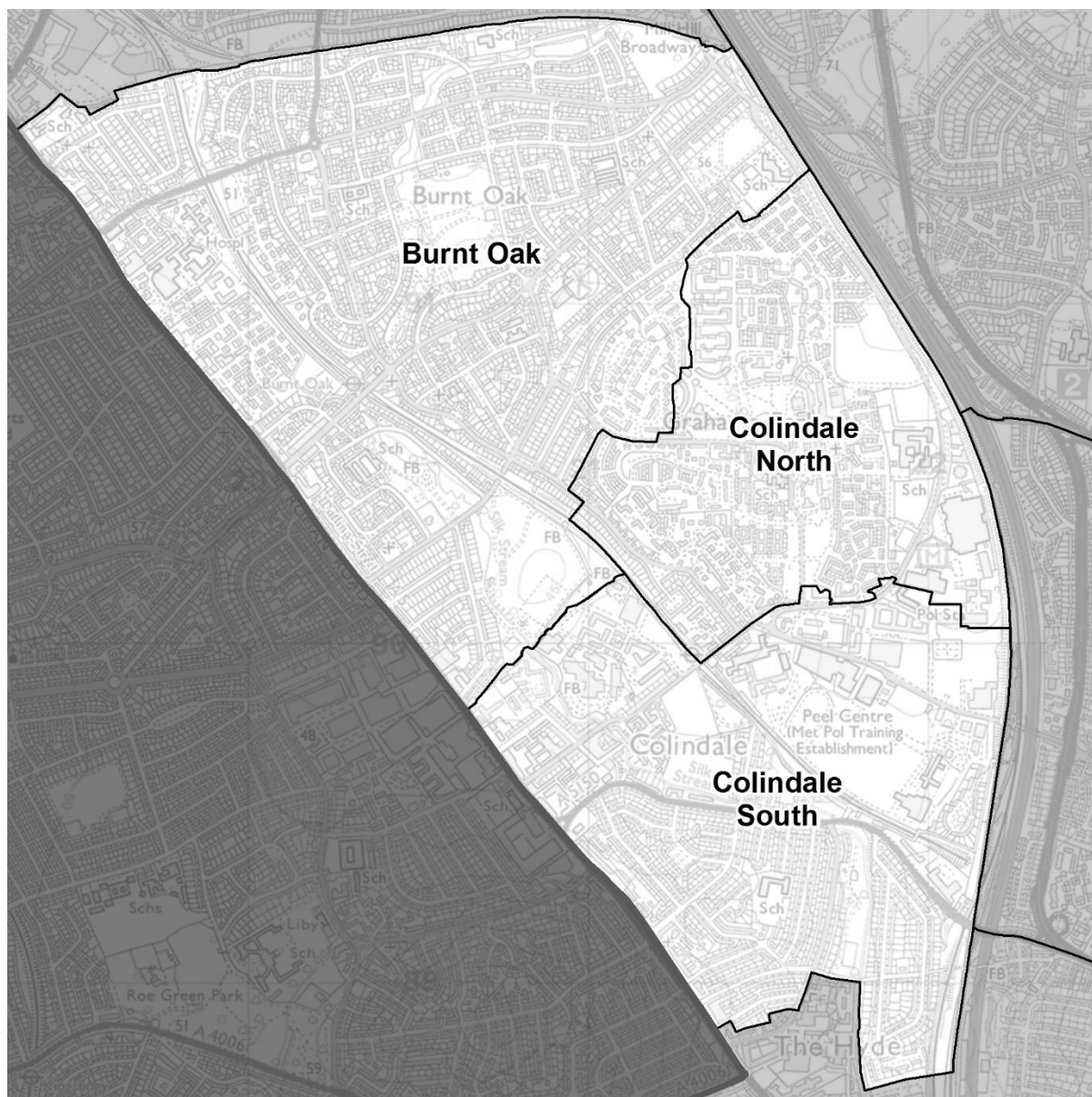
109 In response to our further draft recommendations, we received a mixture of support and objections. The Conservative and Liberal Democrat groups expressed support for the further draft recommendations. Councillor Don submitted 63 proforma letters that argued that the Shirehall area looks to West Hendon. Over 20 residents also argued that this area looks to West Hendon. Respondents' arguments included links to schools, doctors, transport and religious institutions.

110 The Labour Group, GLA Councillor Dismore and over 20 residents objected to the further draft recommendations, arguing that the Shirehall area should be in the Hendon ward. A number argued that its current inclusion in West Hendon is an 'anomaly' and that the A41 is a strong barrier in the area. Respondents also cited links to facilities in and around Brent Street, Finchley Lane, Church Road and the Burroughs. Despite acknowledging some religious links to the west, good evidence was provided of links into the proposed Hendon ward. Some respondents argued that the further draft recommendations produced worse levels of electoral equality.

111 We have given careful consideration to the evidence received. We note that there was considerable support for our further draft recommendations, much of which reiterated the evidence that persuaded us to alter our draft recommendations. However, this must be balanced against the objections. We note that there is good

community evidence for including the Shirehall area in Hendon ward. A number of respondents supported our initial concerns that the A41 is a barrier. When taken into consideration with the fact the draft recommendations secured better levels of electoral equality than the further draft recommendations, we have been persuaded to revert back to the draft recommendations as part of our final recommendations.

## Burnt Oak and Colindale



Ward name	Number of councillors	Variance 2025
Burnt Oak	3	3%
Colindale North	2	4%
Colindale South	3	3%

### *Burnt Oak, Colindale North and Colindale South*

112 In response to our draft recommendations, we received general support for these wards and some suggestions for minor amendments. As discussed in the Hendon section, Councillor Richman argued that the north part of the Hendon West ward should be retained in Colindale South ward as it has no shared community identities with the Hendon area. We note that retaining this area in Colindale South would worsen electoral equality to 11% more electors than the borough average.

Unlike the East Finchley area, we do not consider there to be strong justification for this level of electoral inequality and we note that this area has road links into the West Hendon along the A5. Therefore, we are not adopting this amendment as part of our final recommendations.

113 We also note that the Council Officers proposed a small amendment between West Hendon and Colindale South wards, using the middle of Silkfield Road as the boundary. For reasons discussed in paragraph 107, we are not adopting this proposal as part of our final recommendations.

114 Two residents put forward minor amendments. Firstly, to transfer Booth Road and Angus Gardens from Burnt Oak ward to Colindale North ward and, secondly, Wardell Close from Colindale North ward to Mill Hill ward. There was very limited evidence to support these amendments and they were not supported by other respondents. The proposal to transfer Wardell Close would require the movement of a large number of electors and would breach the M1 motorway. On this basis, we are not adopting this proposed change as part of our final recommendations. The proposal to transfer Booth Road and Angus Gardens affects fewer electors, but would worsen electoral equality in Colindale North ward. We do not consider there to be sufficient evidence to justify this and confirm our draft recommendations for these wards as final.

## Mill Hill and Totteridge



Ward name	Number of councillors	Variance 2025
Mill Hill	3	0%
Totteridge & Woodside	3	-8%

### *Mill Hill and Totteridge & Woodside*

115 In response to our draft recommendations, the Labour Group proposed significant amendments to these wards, moving away from two three-councillor wards to a two-councillor Mill Hill Village, two-councillor Mill Hill East and two-councillor Totteridge & Woodside wards. It argued that these proposals created two wards focused around Mill Hill, removing the Millbrook Park development from Totteridge & Woodside ward to reflect its links into Mill Hill. We have considered the

Labour Group's proposals, but note that the levels of electoral inequality are worse than it has suggested, with a Mill Hill ward with 10% fewer electors than the borough average by 2025. In addition, it only provided limited evidence to support what would be a significant change. Therefore, we are not adopting this amendment.

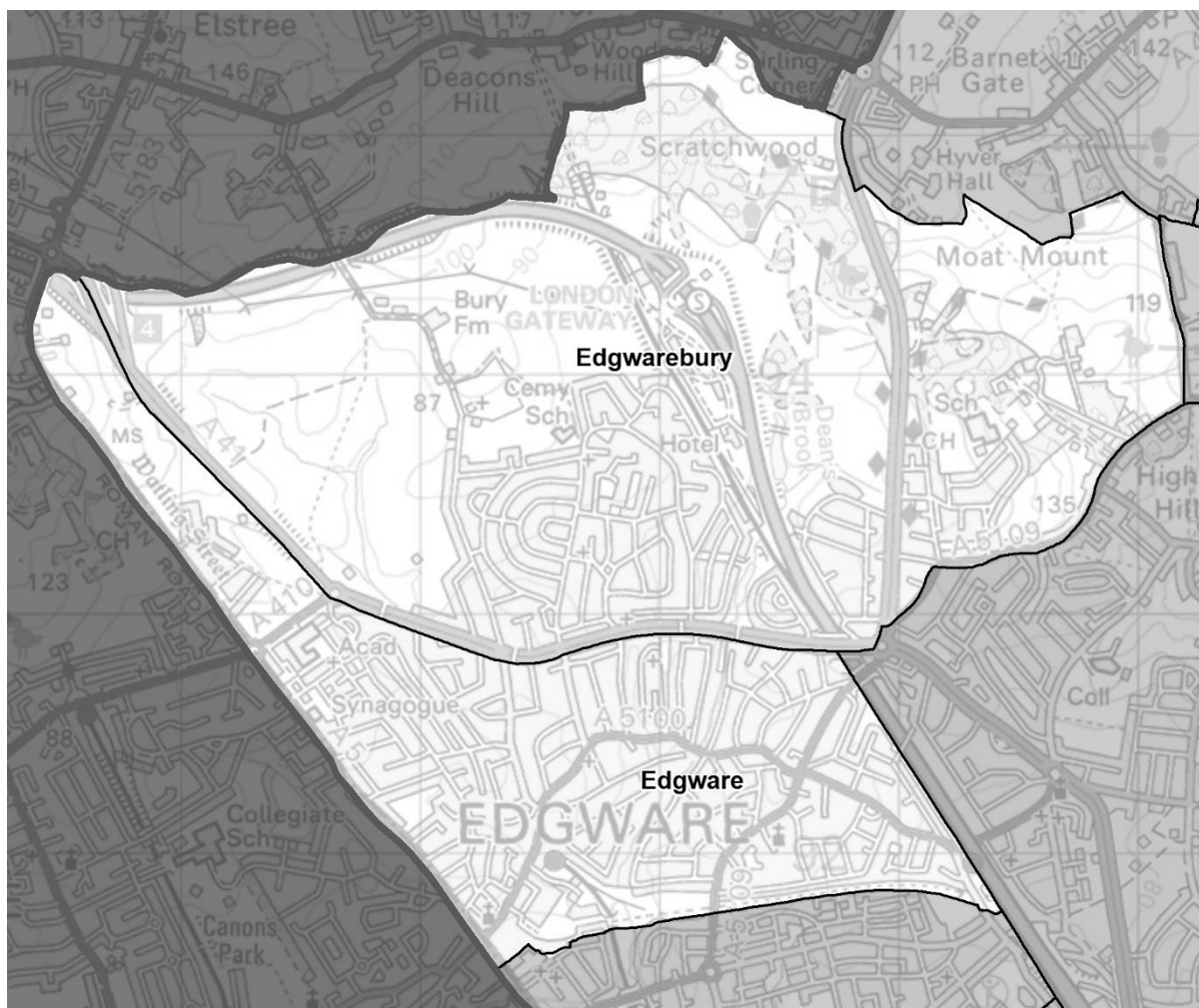
116 Woodside Park Garden Suburb Residents' Association also objected to the inclusion of Millbrook Park in Totteridge & Woodside ward, stating that it would considerably increase the electorate of the ward. It argued that Millbrook Park should be a separate ward. We note this suggestion, but this would involve the creation of a single-councillor ward with 13% fewer electors than the borough average by 2025. We do not consider there to be sufficient evidence to justify this level of electoral inequality.

117 Torrington Park Residents' Association objected to the three-councillor Totteridge & Woodside ward, arguing that it should be split to create a two-councillor Totteridge & Woodside ward and a separate two-councillor North Finchley ward. We note this suggestion, but we were not provided with specific details as to the location of the ward boundaries. In addition, the creation of two-councillor wards would create two wards with electoral variances of over 30% by 2025. In light of these factors, we are not adopting this amendment as part of our final recommendations.

118 Mill Hill Neighbourhood Forum and a local resident argued that an area of Edgware ward to the west of the M1 should be in the Mill Hill ward, citing links to Mill Hill Broadway under the M1. Mill Hill Neighbourhood Forum argued that the area it covers would be divided between four wards, rather than the current two, and that this would inhibit current efforts to regenerate the area. We note the concerns raised. However, transferring this area to Mill Hill ward would worsen electoral equality in that ward to 14% more electors than the borough average by 2025. Additionally, while we recognise that there are crossings between communities across the M1, we are of the view that it provides a clear and identifiable boundary. Therefore, we are not adopting this amendment as part of our final recommendations.

119 Finally, the Labour Group proposed transferring the Westbury Road and Courthouse Road areas from Totteridge & Woodhouse ward to West Finchley ward, arguing that the residents here use facilities in West Finchley. This was also proposed by the West Finchley Residents' Association and a number of local residents, who cited their links to West Finchley. We consider the evidence for the transfer of Westbury Road and Courthouse Road from Totteridge & Woodside ward to West Finchley ward to be strong. We also note that the electoral variances would be reasonable, with Totteridge & Woodside ward containing 8% fewer electors than the borough average by 2025. We consider the community identity evidence justifies this change and have therefore decided to adopt it as part of our final recommendations.

## Edgware



Ward name	Number of councillors	Variance 2025
Edgware	3	6%
Edgwarebury	2	1%

### *Edgware and Edgwarebury*

120 In response to our draft recommendations, we received some limited support for these wards. Mill Hill Neighbourhood Forum and a local resident argued that an area of Edgware ward to the west of the M1 should be in the Mill Hill ward, citing links to Mill Hill Broadway under the M1. For reasons discussed in paragraph 118, we are not persuaded to adopt this amendment as part of our final recommendations.

121 Finally, in this area, we note there were some objections to the proposed ward names. Mill Hill Neighbourhood Forum highlighted that Highwood Hill doesn't sit in the Edgwarebury & Highwood Hill ward. A resident argued that Edgwarebury & Highwood Hill should be called Broadfields & Scratchwood, reflecting the presence of the Broadfields Estate and Scratchwood. We note the objections to the inclusion

of Highwood Hill, but no agreement on an alternative name. We are therefore amending the name to Edgwarebury.



## Conclusions

122 The table below provides a summary as to the impact of our final recommendations on electoral equality in Barnet, referencing the 2018 and 2025 electorate figures. A full list of wards, names and their corresponding electoral variances can be found at Appendix A to the back of this report. An outline map of the wards is provided at Appendix B.

### Summary of electoral arrangements

	Final recommendations	
	2018	2025
Number of councillors	63	63
Number of electoral wards	24	24
Average number of electors per councillor	3,973	4,336
Number of wards with a variance more than 10% from the average	9	1
Number of wards with a variance more than 20% from the average	3	0

#### Final recommendations

Barnet Council should be made up of 63 councillors serving 24 wards representing nine two-councillor wards and 15 three-councillor wards. The details and names are shown in Appendix A and illustrated on the large map accompanying this report.

#### Mapping

Sheet 1, Map 1 shows the proposed wards for Barnet Council.

You can also view our final recommendations for Barnet Council on our interactive maps at [www.consultation.lgbce.org.uk](http://www.consultation.lgbce.org.uk)



## What happens next?

123 We have now completed our review of Barnet Council. The recommendations must now be approved by Parliament. A draft Order – the legal document which brings into force our recommendations – will be laid in Parliament. Subject to parliamentary scrutiny, the new electoral arrangements will come into force at the local elections in 2022.



## Equalities

124 The Commission has looked at how it carries out reviews under the guidelines set out in Section 149 of the Equality Act 2010. It has made best endeavours to ensure that people with protected characteristics can participate in the review process and is sufficiently satisfied that no adverse equality impacts will arise as a result of the outcome of the review.

# Appendices

## Appendix A

### Final recommendations for Barnet Council

	Ward name	Number of councillors	Electorate (2018)	Number of electors per councillor	Variance from average %	Electorate (2025)	Number of electors per councillor	Variance from average %
1	Barnet Vale	3	12,018	4,006	1%	12,284	4,095	-6%
2	Brunswick Park	3	11,623	3,874	-2%	13,096	4,365	1%
3	Burnt Oak	3	12,925	4,308	8%	13,447	4,482	3%
4	Childs Hill	3	12,187	4,062	2%	12,581	4,194	-3%
5	Colindale North	2	6,576	3,288	-17%	9,055	4,528	4%
6	Colindale South	3	9,209	3,070	-23%	13,360	4,453	3%
7	Cricklewood	2	5,505	2,753	-31%	7,903	3,951	-9%
8	East Barnet	3	12,242	4,081	3%	13,007	4,336	0%
9	East Finchley	3	11,306	3,769	-5%	11,545	3,848	-11%
10	Edgware	3	13,082	4,361	10%	13,743	4,581	6%
11	Edgwarebury	2	8,188	4,094	3%	8,769	4,385	1%
12	Finchley Church End	3	12,818	4,273	8%	13,523	4,508	4%
13	Friern Barnet	3	12,751	4,250	7%	12,795	4,265	-2%

Ward name	Number of councillors	Electorate (2018)	Number of electors per councillor	Variance from average %	Electorate (2025)	Number of electors per councillor	Variance from average %
14 Garden Suburb	2	9,042	4,521	14%	9,231	4,615	6%
15 Golders Green	2	8,546	4,273	8%	8,396	4,198	-3%
16 Hendon	3	13,279	4,426	11%	13,576	4,525	4%
17 High Barnet	2	8,460	4,230	6%	9,233	4,617	6%
18 Mill Hill	3	12,377	4,126	4%	13,018	4,339	0%
19 Totteridge & Woodside	3	9,353	3,118	-22%	11,910	3,970	-8%
20 Underhill	2	8,893	4,447	12%	9,156	4,578	6%
21 West Finchley	3	12,785	4,262	7%	13,004	4,335	0%
22 West Hendon	3	10,510	3,503	-12%	12,506	4,169	-4%
23 Whetstone	2	7,333	3,667	-8%	8,543	4,271	-1%
24 Woodhouse	2	9,286	4,643	17%	9,493	4,747	9%
<b>Totals</b>	<b>63</b>	<b>250,294</b>	<b>-</b>	<b>-</b>	<b>273,174</b>	<b>-</b>	<b>-</b>
<b>Averages</b>	<b>-</b>	<b>-</b>	<b>3,973</b>	<b>-</b>	<b>-</b>	<b>4,336</b>	<b>-</b>

Source: Electorate figures are based on information provided by Barnet Council.

Note: The 'variance from average' column shows by how far, in percentage terms, the number of electors per councillor in each electoral ward varies from the average for the borough. The minus symbol (-) denotes a lower than average number of electors. Figures have been rounded to the nearest whole number.

## Appendix B

### Outline map



A more detailed version of this map can be seen on the large map accompanying this report, or on our website: <https://www.lgbce.org.uk/all-reviews/greater-london/greater-london/barnet>



## Appendix C

### Submissions received

All submissions received can also be viewed on our website at:

<https://www.lgbce.org.uk/all-reviews/greater-london/greater-london/barnet>

#### *Local Authority*

- Barnet Council Officers

#### *Political Groups*

- Barnet Council Labour Group & Barnet Labour Party

#### *Councillors*

- Councillor R. Grover (Barnet Council)
- Councillor H. Richman (Barnet Council)
- Councillor P. Zinkin (Barnet Council)

#### *Members of Parliament*

- Mike Freer MP (Finchley & Golders Green)
- Lord Palmer

#### *Local Organisations*

- All Saints Church, Childs Hill
- Cricklewood Community Forum
- Golders Green Estate Residents' Association
- Love Whetstone
- Mill Hill Neighbourhood Forum
- Railway Terraces Residents' Association
- Torrington Park Residents' Association
- Trustees of Moken Hadley Common
- West Finchley Residents' Association
- Woodside Park Garden Suburb Residents' Association

#### *Local Residents*

- 155 local residents

## Submissions on further limited consultation

All submissions received can also be viewed on our website at:

### *Political Groups*

- Barnet Council Conservative Group
- Barnet Council Labour Group
- Barnet Council Liberal Democrat Group

### *Councillors*

- Councillor D. Cohen (Barnet Council)
- Councillor M. Cohen (Barnet Council)
- Councillor A. Dismore (Greater London Assembly)
- Councillor S. Don (Barnet Council)
- Councillor E. Greenspan (Barnet Council)
- Councillor J. Grocock (Barnet Council)
- Councillor D. Thomas (Barnet Council)
- Councillor P. Zinkin (Barnet Council)

### *Members of Parliament*

- Mike Freer MP (Finchley & Golders Green)

### *Local Residents*

- 177 local residents

## Appendix D

### Glossary and abbreviations

Council size	The number of councillors elected to serve on a council
Electoral Change Order (or Order)	A legal document which implements changes to the electoral arrangements of a local authority
Division	A specific area of a county, defined for electoral, administrative and representational purposes. Eligible electors can vote in whichever division they are registered for the candidate or candidates they wish to represent them on the county council
Electoral fairness	When one elector's vote is worth the same as another's
Electoral inequality	Where there is a difference between the number of electors represented by a councillor and the average for the local authority
Electorate	People in the authority who are registered to vote in elections. For the purposes of this report, we refer specifically to the electorate for local government elections
Number of electors per councillor	The total number of electors in a local authority divided by the number of councillors
Over-represented	Where there are fewer electors per councillor in a ward or division than the average
Parish	A specific and defined area of land within a single local authority enclosed within a parish boundary. There are over 10,000 parishes in England, which provide the first tier of representation to their local residents

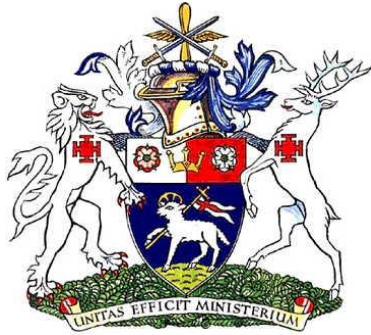
Parish council	A body elected by electors in the parish which serves and represents the area defined by the parish boundaries. See also 'Town council'
Parish (or town) council electoral arrangements	The total number of councillors on any one parish or town council; the number, names and boundaries of parish wards; and the number of councillors for each ward
Parish ward	A particular area of a parish, defined for electoral, administrative and representational purposes. Eligible electors vote in whichever parish ward they live for candidate or candidates they wish to represent them on the parish council
Town council	A parish council which has been given ceremonial 'town' status. More information on achieving such status can be found at <a href="http://www.nalc.gov.uk">www.nalc.gov.uk</a>
Under-represented	Where there are more electors per councillor in a ward or division than the average
Variance (or electoral variance)	How far the number of electors per councillor in a ward or division varies in percentage terms from the average
Ward	A specific area of a district or borough, defined for electoral, administrative and representational purposes. Eligible electors can vote in whichever ward they are registered for the candidate or candidates they wish to represent them on the district or borough council

The Local Government Boundary Commission for England (LGBCE) was set up by Parliament, independent of Government and political parties. It is directly accountable to Parliament through a committee chaired by the Speaker of the House of Commons. It is responsible for conducting boundary, electoral and structural reviews of local government.

Local Government Boundary Commission for England  
1st Floor, Windsor House  
50 Victoria Street, London  
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**Telephone:** 0330 500 1525  
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**Online:** [www.lgbce.org.uk](http://www.lgbce.org.uk) or  
[www.consultation.lgbce.org.uk](http://www.consultation.lgbce.org.uk)  
**Twitter:** @LGBCE

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## Constitution and General Purposes Committee

16 January 2020

<b>Title</b>	<b>Review of Polling Districts and Polling Places</b>
<b>Report of</b>	John Hooton - Chief Executive and Returning Officer
<b>Wards</b>	All
<b>Status</b>	Public
<b>Urgent</b>	No
<b>Key</b>	No
<b>Enclosures</b>	<p><b>Appendix A:</b> Polling arrangement proposals within the Chipping Barnet parliamentary constituency area</p> <p><b>Appendix B:</b> Polling arrangement proposals within the Finchley and Golders Green parliamentary constituency area</p> <p><b>Appendix C:</b> Polling arrangement proposals within the Hendon parliamentary constituency area</p> <p><b>Appendix D:</b> Copy of representation(s) received in relation to this review</p>
<b>Officer Contact Details</b>	<p>John Bailey, Head of Electoral Services &amp; Geographic Information Service 020 8359 3008 - <a href="mailto:john.e.bailey@barnet.gov.uk">john.e.bailey@barnet.gov.uk</a></p> <p>Emily Bowler, Head of Assurance &amp; Business Development 020 8359 4463 - <a href="mailto:emily.bowler@barnet.gov.uk">emily.bowler@barnet.gov.uk</a></p>

### Summary

This report advises the Committee on the arrangements being proposed by the London Borough of Barnet's Returning Officer for polling districts and polling places to be used at the London Mayoral and Greater London Assembly elections on 7 May 2020 and for any other statutory elections or referendums that should take place within the borough before May 2022.

Should the Committee decide upon any changes to existing polling arrangements, these will be implemented on the register as soon as is practicable and then take effect when

the next monthly 'Notice of Alteration' to the Register of Electors is published (usually on the first working day of each month).

## **Officers Recommendations**

**1. That the Committee approve all polling place arrangements as proposed by the Returning Officer and laid out in Appendixes A, B and C.**

### **1. WHY THIS REPORT IS NEEDED**

- 1.1 To comply with the requirements of the Representation of the People Act 1983 sections 18A-18E (as amended by section 17 of the Electoral Registration and Administration Act 2013), the Council is required to undertake a compulsory review of all polling districts and polling places in the period between 1 October 2018 and 31 January 2020 and within the same period every fifth year after that.
- 1.2 Following the conclusion of the Electoral Review of Barnet (that is currently being undertaken by the Local Government Boundary Commission for England (LGBCE)), it is known that all of Barnet's ward boundaries will change. At present, these new ward boundaries are scheduled to be published by LGBCE in January 2020. Following this, extensive changes will be required to the current polling district boundaries and to polling place locations throughout the borough. By law, the new ward boundaries (served by the new polling districts and polling places) will come into effect for the next local government elections on 5 May 2022.
- 1.3 In order to comply with the requirements outlined in 1.1 and to effectively prepare new polling arrangements as will be necessary due to the Electoral Review of Barnet (detailed in 1.2), Electoral Services officers have undertaken a review of all polling districts and polling places in the borough. This review has been conducted within the current warding pattern of the borough and will be in effect for the GLA elections which will take place on 7 May 2020.

### **2. REASONS FOR RECOMMENDATIONS**

- 2.1 Following the review conducted by officers from Electoral Services, during which representations were sought from electors, elected officers and other stakeholders, the borough's Returning Officer is proposing that no changes are made to any polling districts or polling places (as detailed in appendices A-C).
- 2.2 As widespread changes will be made to the vast majority (if not all) of Barnet's polling districts and polling places following the publication of the LGBCE's Electoral Review of Barnet (as detailed in 1.2 above), any changes made to polling arrangements for this review will almost certainly be changed again after being used at a single election. This increases the possibility that electors will be unclear or confused about which polling district they reside within and where their designated polling place is located at future elections. Minimising or eliminating changes to polling arrangements at this time is therefore seen as a responsible approach to this statutory review.
- 2.3 The current polling districts and polling place arrangements within the borough's existing wards are considered to be satisfactory, so far as is practicable within the



specific local circumstances that prevail within the areas that they serve. The general suitability of existing polling arrangements has been evident during elections conducted in the borough over recent years.

2.4 The approach throughout this interim review therefore, was to only consider proposing a change where a clear conclusion could be reached that any new arrangements could:

- Clearly be seen to better serve affected electors by offering superior polling facilities, accessibility and/or location in comparison with existing arrangements
- Substantively reduce inconvenience, caused by polling day arrangements, for local residents without any detrimental effect upon the voting arrangements for affected electors

2.5 Based upon the review conducted by Electoral Services officers, the Returning Officer has not concluded that any changes to polling arrangements should be proposed at this time.

### **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

3.1 In accordance with the provisions of the Representation of the People Act 1983 section 18A-18E (as amended by section 17 of the Electoral Registration and Administration Act 2013), the Council had to statutorily undertake a review of polling districts and polling places within the defined period ending 31 January 2020. There was no lawful alternative to conducting this review within this period.

### **4. POST DECISION IMPLEMENTATION**

4.1 The polling districts and polling places as approved by Committee will be used for the GLA Elections on 7 May 2020 and (should any be called) any By Election(s) that take place before May 2022.

4.2 Following publication of the LGBCE's Electoral Review of Barnet (establishing the new Ward boundaries within the borough) it will be necessary to designate new polling districts and polling places to effectively serve the new ward boundaries of the borough. Electoral Services, in consultation with the Returning Officer, will complete this work to ensure the new arrangements can be brought before Committee in early 2022, ahead of the Local Government elections in May 2022.

### **5. IMPLICATIONS OF DECISION**

#### **5.1 Corporate Priorities and Performance**

- The councils Corporate Plan, Barnet 2024, has three outcomes for the borough, that focus on place, people and communities.
- Ensuring that the designation of polling districts and polling places give all electors reasonable and accessible facilities for voting (so far as is practicable within the circumstances), helps to ensure that the views of all electors resident within the borough can be expressed and are taken into consideration on all aspects of the corporate outcomes.

#### **5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property,**

## **Sustainability)**

- The Council is only responsible for the costs of conducting local (council) elections, including, when held, local by elections that elect the Borough's own councillors. At all other elections all 'actual and necessary' costs are recovered by the Returning Officer from the relevant governing body for that election (e.g. central government for national UK elections or referendums and the GLA for the London Mayoral and Greater London Assembly elections).
- As no changes to polling places are being proposed there is no financial impact from the recommendation of this report.

### **5.3 Social Value**

- As stated at 5.1

### **5.4 Legal and Constitutional References**

- In order to comply with the provisions of the Representation of the People Act 1983 sections 18A-18E (as amended by section 17 of the Electoral Registration and Administration Act 2013), and the Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006 the Council will undertake a statutory review of polling districts and polling places in the period between October 2018 and January 2020.
- In carrying out any review of polling arrangements, the local authority must comply with the steps set out in Schedule A1 Representation of the People Act 1983. The local authority is required to:
  - publish a notice of the holding of a review
  - consult the (Acting) Returning Officer for every parliamentary constituency which is wholly or partly in its area
  - publish all representations made by the Returning Officer within 30 days of receipt by posting a copy of them at the local authority's office and in at least one conspicuous place in their area and, if the authority maintains a website, by placing a copy on the authority's website (regulation 3 of the Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006)
  - seek representations from such persons as it thinks have particular expertise in relation to access to premises or facilities for persons who have different forms of disability. Such persons must have an opportunity to make representations and to comment on the representations made by the (Acting) Returning Officer(s).
  - on completion of a review, give reasons for its decisions and, in accordance with regulation 4 of the Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006, publish:
    - all correspondence sent to an (Acting) Returning Officer in connection with the review
    - all correspondence sent to any person whom the authority thinks has particular expertise in relation to access to premises or facilities for persons who have different forms of disability

- all representations made by any person in connection with the review
  - the minutes of any meeting held by the council to consider any revision to the designation of polling districts or polling places within its area as a result of the review
  - details of the designation of polling districts and polling places within the local authority area as a result of the review
  - details of the places where the results of the review have been published
- Provision is contained within Section 18E RPA 1983 which provides that no election is to be questioned by reason of any informality relative to polling districts and polling places. Representations can be made to the Electoral Commission which may make directions to alter polling districts and/or polling places.
  - The Constitution and General Purposes Committee terms of reference (Article 7) includes to *“have responsibility for overseeing the Council’s governance arrangements including: Electoral Services including: elections and electoral registration performance; and polling places and polling district boundaries”*.

## 5.5 Risk Management

- By approving the outcomes of this review the Council will meet its statutory duty to review polling districts and polling places as designated under the Representation of the People Act 1983 section 18A-18E (as amended by section 17 of the Electoral Registration and Administration Act 2013) and thereby eliminates the risk of breaching this duty.
- In conducting and implementing the findings of this review of Polling Districts and Polling Places, the Council mitigates the risk that electors find the arrangements for polling within the Borough to be hampered by poor accessibility or the provision of sub-standard facilities (given the practicable circumstances prevailing in each polling district).

## 5.6 Equalities and Diversity

- No separate equalities impact assessment has been undertaken as the delivery of this electoral process is strictly governed by legislation, which is in itself designed to provide for reasonable access for all electors – including persons who have different forms of disability (so far as is reasonably practicable in the circumstances). In addition to providing polling stations that are as accessible as practicable in the circumstances, Part 2 Representation of People Act 2000 provides that all voters have the right to request the use of postal or proxy voting arrangements.
- The legislation governing this review requires that representations are sought from persons who are considered to have an expertise in access to locations for persons with different forms of disability. In order to fulfil this requirement, the Head of Service for Health and Safety at the London Borough of Barnet was given oversight of the continuing arrangements for polling across the

borough.

- Pursuant to section 149 of the Equality Act, 2010, the council has a public-sector duty to have due regard to eliminating unlawful discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; advancing equality of opportunity between those with a protected characteristic and those without; promoting good relations between those with a protected characteristic and those without.
- Effective processes and activities with regards to registering residents on the electoral roll, in compliance with all relevant electoral legislation, ensures that all eligible individuals can choose to exercise their democratic rights in the manner in which they choose (as allowed by law).

## 5.7 Corporate Parenting

- Not applicable

## 5.8 Consultation and Engagement

- Public notice of this review, which invites representations to be made regarding the polling arrangements within the borough, was published and displayed at Hendon Town Hall and posted on the Council's website on 30 September 2019. In addition, a copy of the review notice was sent to:
  - All 63 Councillors of the London Borough of Barnet
  - The three Members of Parliament that represent the constituencies within the London Borough of Barnet
  - The London Assembly Member for the Barnet and Camden constituency.And promoted through social media.
- The proposals of the Returning Officer (as laid out in appendixes A, B and C to this report) were received on 30 September 2019 and had to be published within 30 days of receipt. They were published via public display at Hendon Town Hall and on the Council's website on Monday 30 September 2019.
- All representations received in response to the published Notice of Review are contained within Appendix D.

## 5.8 Insight

5.8.1 None

## 6. BACKGROUND PAPERS

6.1 At the meeting of the [General Functions Committee held on 17 January 2019](#) the Committee approved all current polling district and polling place arrangements.

# **Review of Polling Districts and Polling Places 2019-2020**

## **Appendices A-D**

### **Proposals of the Returning Officer for the London Borough of Barnet**

**December 2019**

## 2019-2020 PDPP Review: Appendix A

### Chipping Barnet Parliamentary Constituency

#### Polling District and Polling Place Proposals Overview:

Ward	Polling District	Current Polling Place	Proposal
1 CAA	High Barnet	Hadley Memorial Hall, 29 Hadley Highstone Barnet EN5 4PU	No change
2 CAB	High Barnet	St Marks Church Hall, Potters Road, New Barnet EN5 5HY	No change
3 CAC	High Barnet	Arkley Club, 64 Barnet Road, Arkley EN5 3EY	No change
4 CAD	High Barnet	Q.E Boy's School, Queen's Road, Barnet EN5 4DQ	No change
5 CAE	High Barnet	The Hyde Room, Chipping Barnet Library, 3 Stapylton Road, Barnet EN5 4QT	No change
6 CBA	East Barnet	New Bevan Community Church, Grove Road, Barnet EN4 9DF	No change
7 CBB	East Barnet	Trent (CE) Primary School, Church Way, off Chalk Lane, Cockfosters, EN4 9JH	No change
8 CBC	East Barnet	Barnet Scout Hall, off Vernon Crescent, East Barnet EN4 8QG	No change
9 CBD	East Barnet	Brookside Methodist Church, 2 Cat Hill, Barnet EN4 8JB	No change
10 CBE	East Barnet	New Barnet Community Centre, 48/50 Victoria Road, New Barnet EN4 9PF	No change
11 CCA	Brunswick Park	Monkfrith Primary School, Knoll Drive, Southgate N14 5NG	No change
12 CCB	Brunswick Park	Osidge Primary School, Chase Side, Southgate N14 5HD	No change
13 CCC	Brunswick Park	Portable Office in the Car Park, Brunswick Park Road, Southgate N11 1HA	No change
14 CCD	Brunswick Park	CCI London Church Hall, Osidge Lane, Southgate N14 5DU	No change
15 CDA	Coppetts	Scout and Guide Hall, Stanford Road, Friern Barnet N11 3HX	No change
16 CDB	Coppetts	Portable Office at Junction of Balmoral Avenue/ Regal Drive, Friern Barnet N11 3QA	No change
17 CDC	Coppetts	St Peter Le Poer Church Hall, Albion Avenue, London N10 1AE	No change
18 CDD	Coppetts	Hindu Cultural Society, 3 Lyndhurst Avenue, London N12 0NE	No change
19 CDE	Coppetts	Freehold Community Centre, 9 Alexandra Road, Muswell Hill N10 2EY	No change
20 CEA	Oakleigh	Barnet Lawn Tennis Club, Gloucester Road, New Barnet EN5 1RS	No change
21 CEB	Oakleigh	Lyonsdown Main Hall, 3 Lyonsdown Road, New Barnet EN5 1JB	No change
22 CEC	Oakleigh	St Mary Magdalen Parish Centre, 6 Athenaeum Road, Whetstone N20 9AE	No change
23 CED	Oakleigh	Manor Drive Methodist Church Hall, Manor Drive, Whetstone N20 0DZ	No change
24 CFA	Totteridge	St Andrew's JMI School, The Green, Totteridge N20 8NX	No change
25 CFB	Totteridge	Totteridge Tennis Club, Great Bushey Drive, Totteridge N20 8QL	No change
26 CFC	Totteridge	Alma Primary, Friern Barnet Lane, Whetstone N20 0LP	No change
27 CFD	Totteridge	Finchley Catholic High School, Woodside Lane, Finchley N12 8TA	No change
28 CFE	Totteridge	Woodside Park Social Club, Southover, Finchley N12 7JG	No change
29 CGA	Underhill	Hope Corner Community Centre, 185 Mays Lane, Barnet EN5 2DY	No change
30 CGB	Underhill	Underhill Baptist Church Hall, Elton Avenue, Barnet EN5 2EA	No change
31 CGC	Underhill	St Stephens Church Hall, 1 Spring Close, Bells Hill, Barnet EN5 2UR	No change
32 CGD	Underhill	The Pavilion, Brickfield Lane, Barnet EN5 3LD	No change
33 CGE	Underhill	Grasvenor Avenue School, Grasvenor Avenue, Barnet EN5 2BY	No change

## 2019-2020 PDPP Review: Appendix B

### Finchley and Golders Green Parliamentary Constituency Polling District and Polling Place Proposals Overview:

Ward	Polling District	Current Polling Place	Proposal
1	<b>FHA</b>	Woodhouse <b>North Finchley Library</b> , Ravensdale Avenue, North Finchley, N12 9HP	No Change
2	<b>FHB</b>	Woodhouse <b>15th Finchley Scout Group</b> , 104 Grove Road, North Finchley N12 9EA	No Change
3	<b>FHC</b>	Woodhouse <b>Summerside Academy</b> , Crossway, Finchley N12 0QU	No Change
4	<b>FHD</b>	Woodhouse <b>Our Lady of Lourdes RC Primary School</b> , Bow Lane, Finchley N12 0JP	No Change
5	<b>FIA</b>	East Finchley <b>The Green Man Community Centre</b> , Strawberry Vale, Finchley N2 9BA	No Change
6	<b>FIB</b>	East Finchley <b>Martin Primary School</b> , Plane Tree Walk, East Finchley N2 9JP	No Change
7	<b>FIC</b>	East Finchley <b>Finchley Youth Centre</b> , 142 High Road, East Finchley N2 9ED	No Change
8	<b>FID</b>	East Finchley <b>Bishop Douglass RC High School</b> , Hamilton Road, East Finchley N2 0SQ	No Change
9	<b>FJA</b>	Garden Suburb <b>Brookland Infants School</b> , Hill Top, Hampstead Garden Suburb NW11 6EJ	No Change
10	<b>FJB</b>	Garden Suburb <b>Portable Office</b> , The Green, Widcombe Way/Vivian Way, London N2 0HL	No Change
11	<b>FJC</b>	Garden Suburb <b>Portable Office</b> in the Car Park, The Synagogue, Norrice Lea, Garden Suburb N2 0RE	No Change
12	<b>FJD</b>	Garden Suburb <b>St Jude's Church Hall</b> , 1 South Square London NW11 7AH	No Change
13	<b>FJE</b>	Garden Suburb <b>St Edward the Confessor Church Hall</b> , Hoop Lane, Golders Green, NW11 7NH	No Change
14	<b>FJF</b>	Garden Suburb <b>Fellowship House</b> , 136A Willifield Way, London NW11 6YD	No Change
15	<b>FKA</b>	Childs Hill <b>Harris Room</b> , Trinity Church, Rodborough Road, Childs Hill NW11 8NH	No Change
16	<b>FKB</b>	Childs Hill <b>Childs Hill Library</b> , 320 Cricklewood Lane, London NW2 2QE	No Change
17	<b>FKC</b>	Childs Hill <b>St Agnes Centre</b> , corner of Gillingham Road and Cricklewood Lane, Cricklewood NW2 1HR	No Change
18	<b>FKD</b>	Childs Hill <b>Trading Hut</b> , Rear of 22-23 Needham Terrace, Cricklewood NW2 6QL	No Change
19	<b>FLA</b>	Golders Green <b>St Mary &amp; Archangel Michael Coptic Orthodox Church Hall</b> , Cranbourne Gardens, Golders Green NW11 0HU	No Change
20	<b>FLB</b>	Golders Green <b>Menorah Primary School</b> , 1-3 The Drive, Golders Green NW11 9SP	No Change
21	<b>FLC</b>	Golders Green <b>Claremont Primary School</b> , Claremont Road, Cricklewood NW2 1AB	No Change
22	<b>FMA</b>	Finchley – Church End <b>St Philip The Apostle Parish Centre</b> , Gravel Hill, Finchley N3 3RJ	No Change
23	<b>FMB</b>	Finchley – Church End <b>Stephens House &amp; Gardens</b> , The Dining Room, East End Road, Finchley N3 3QE	No Change
24	<b>FMC</b>	Finchley – Church End <b>Finchley Baptist Church Hall</b> , Stanhope Avenue, Finchley N3 3QL	No Change
25	<b>FMD</b>	Finchley – Church End <b>Chalgrove School</b> , Chalgrove Gardens, Finchley N3 3PL	No Change
26	<b>FME</b>	Finchley – Church End <b>Portable Office at Hendon Cemetery</b> , Holders Hill Road, Hendon NW7 1NB	No Change
27	<b>FNA</b>	West Finchley <b>Trinity Church Centre</b> , 15 Nether Street, Finchley N12 7NN	No Change
28	<b>FNB</b>	West Finchley <b>St Paul's Centre</b> , 50 Long Lane, London N3 2PU	No Change
29	<b>FND</b>	West Finchley <b>Essex Hall</b> , 5 Essex Park, London N3 1ND	No Change

## 2019-2020 PDPP Review: Appendix C

### Hendon Parliamentary Constituency

#### Polling District and Polling Place Proposals Overview:

Ward	Polling District	Current Polling Place	Proposal
HOA	Hale	Fairway Primary School, The Fairway, Mill Hill, NW7 3HS	No Change
HOB	Hale	Courtland School, Courtland Avenue, Mill Hill NW7 3BG	No Change
HOC	Hale	Deansbrook Infant School, Hale Drive, London NW7 3ED	No Change
HOD	Hale	Portable Office at Harvester Car Park, Selvage Lane, Edgware HA8 9RZ	No Change
HOE	Hale	Scout Hut at Edgware United Synagogue, Off Broadhurst Avenue, Edgware HA8 8TL	No Change
HOF	Hale	The Annunciation Catholic Junior School, The Meads, Edgware HA8 9HQ	No Change
HPA	Mill Hill	Etz Chaim Jewish School, 20 Daws Lane, Mill Hill NW7 4SL	No Change
HPB	Mill Hill	St Paul's Church Hall, The Ridgeway, Mill Hill NW7 1QU	No Change
HPC	Mill Hill	Portable Offices at Car Park, Bittacy Road, London NW7 1BP	No Change
HPD	Mill Hill	Dollis Infants School, Pursley Road, Mill Hill NW7 2BU	No Change
HPE	Mill Hill	Mill Hill Library, Hartley Avenue, Mill Hill NW7 2HX	No Change
HPF	Mill Hill	Millbrook Park Primary School, School House Lane, London NW7 1JF	No Change
HQA	Hendon	Sunnyfields School, Greyhound Hill, London NW4 4JH	No Change
HQB	Hendon	St Mary & St John CE School, Bennett House, Sunningfields Road, Hendon NW4 4QR	No Change
HQC	Hendon	Bell Lane School, Bell Lane, Hendon NW4 2AS	No Change
HQD	Hendon	Hendon School, Green Lane Entrance, Hendon NW4 2AS	No Change
HRA	West Hendon	Barnet Multi-Cultural Community Centre, Algernon Road, Hendon NW4 3TA	No Change
HRB	West Hendon	Hasmonean Primary School, 8-10 Shirehall Lane, Hendon NW4 2PD	No Change
HRC	West Hendon	Parkfield Primary School, St David's Place, Park Road, Hendon NW4 3PJ	No Change
HRD	West Hendon	West Hendon Community Centre, Marsh Drive, West Hendon NW9 7QE	No Change
HRE	West Hendon	The Hyde School, Hyde Crescent/Edgware Road, Hendon NW9 7EY	No Change
HSA	Colindale	St Augustines Church Hall, Great Field, Grahame Park, London NW9 5SY	No Change
HSB	Colindale	Grahame Park Community Centre, The Concourse, Grahame Park, London NW9 5UY	No Change
HSC	Colindale	The Hyde United Reform Church Hall, Colin Close, Colindale NW9 6RR	No Change
HSD	Colindale	Estate Management Suite, 16 Heritage Avenue, Beaufort Park, London NW9 5EN	No Change
HTA	Burnt Oak	The Eversfield Centre, 11 Eversfield Gardens, Mill Hill NW7 2AE	No Change
HTB	Burnt Oak	Our Lady of the Annunciation Church Hall, Cnr Thirleby Road and Gervase Road, Burnt Oak, London HA8 0HQ	No Change
HTC	Burnt Oak	St Alphage Church Hall, Playfield Road, Burnt Oak, Edgware HA8 0DF	No Change
HTD	Burnt Oak	Watling Community Association, 145 Orange Hill Road, Edgware HA8 0TR	No Change
HUA	Edgware	Broadfields School, Roseberry Drive, Off Bushfield Crescent, Edgware HA8 8JP	No Change
HUB	Edgware	Edgware Parish Hall, Rectory Lane, Station Road, Edgware HA8 7LG	No Change
HUC	Edgware	New Stonegrove Community Centre, 5 Hayling Way, Edgware HA8 8BN	No Change



**2019-2020 PDPP Review: Appendix D**  
**Representations received by Electoral Services in response to the**  
**Notice of Review of Polling Districts and Polling Places 2019-2020**

**1. Representation received from Mike Freer (MP), received on 30 September 2019**

Thank you for your email. I note that in Golders Green Ward the Church of St Mary & Archangel Michael is listed as no change. I believe the buildings used have been demolished and hoardings are around the site. This would make it impossible to use as a polling station.

Sincerely

Mike Freer MP  
Government Whip &  
Member of Parliament for Finchley & Golders Green  
Tel.: Westminster 020 72197071 Finchley : 020 8445 5875  
[www.mikefreer.com](http://www.mikefreer.com)

**Response from Electoral Services to the representation received from Mike Freer (MP)**

Thank you for your email regarding the hall at St Mary & Archangel Michael Coptic Orthodox Church that is designated as the polling place for the FLA polling district within the Golders Green ward.

You are of course correct that the church hall is currently being re-built and that much of the site is surrounded by hoardings to allow building work on the replacement hall to take place. Based upon the latest information that we have received, we are hoping that the new church hall (with much improved facilities) should be available from June 2020.

On behalf of the Acting Returning Officer we have reviewed the entire FLA polling district in close detail and unfortunately have been unable to find any suitable replacement polling venue within a 'permanent' building. However, in the meantime we must also undertake the statutory review of polling places and polling districts in time for it to be completed by 31 January 2020. For this reason, after consulting the Acting Returning officer, we have decided to recommend that there is 'no change' to designating that the current church hall is the 'permanent' polling place for the FLA polling district. The effect of this decision being accepted at the CGP committee on 16 January 2020 will be that, for the scheduled London Mayoral and GLA elections in May 2020, the Returning Officer will have to find a suitable temporary replacement polling place and have this authorised by the chair of the Council's CGP committee. This is already a situation that the Returning Officer will have to resolve, in this manner, should any other elections be held before 16 January next year (and of course there is currently a great deal of speculation about this!).

You may recall that for the European Parliamentary elections that took place in May this year, we erected a large temporary marquee on the tennis courts in Princes Park for this polling district. This placed the polling venue less than 200 metres from St Mary & Archangel Michael Coptic Orthodox Church. This was very popular with the electors that used the polling place on the day,

though of course we were lucky to have had good weather on that occasion. Should there be a 'winter election' we will work closely with the Acting Returning Officer to ensure that facilities with robust protection against more demanding weather conditions is used as a temporary polling venue.

Once we have received the final new ward boundaries from the ongoing Electoral Review of Barnet (currently being conducted by the Local Government Boundary Commission for England), we will be conducting another full review of all polling districts and places within the borough. This will be necessary to take into account the changes to all ward boundaries and is expected to require a number of substantial changes to polling districts and polling places across the borough. By then we hope to have had confirmation of the opening of the new church hall at St Mary & Archangel.

## **2. Representation received from Barbara Costa, Head Teacher of Our Lady of Lourdes School, received on 13 October 2019**

I am emailing to formally request that Our Lady of Lourdes Primary School is no longer used as a polling station and that an alternative venue is found. The closure of the school is disruptive to the children's education.

I have already made this request.

I look forward to hearing from you soon.

Barbara Costa

*Headteacher  
Our Lady of Lourdes School  
Bow Lane  
Finchley  
N12 0JP*

## **Response from Electoral Services to the representation received from Barbara Costa, Head Teacher, Our lady of Lourdes School**

Thank you for your email regarding our current statutory review of polling places.

We very much appreciate the support that we get from all of the venues that are used for polling at elections and in particular we recognise that for the schools that we have to use, it can be very disruptive (especially for short notice elections when we only find out a polling date at short notice!). Unfortunately, within the particular polling district that Our Lady of Lourdes Primary School serves as a polling station, we have not been able to identify any alternative venues that could be put forward to the Council committee (the Constitution and General Purposes Committee or 'CGP') that ultimately decides upon polling arrangements within the borough.

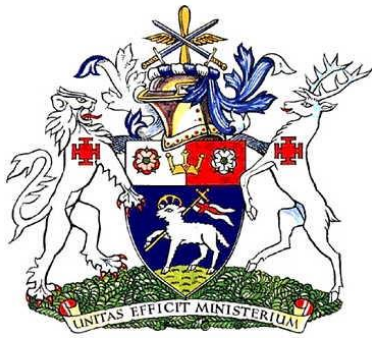
Due to prescribed dates within legislation, the current polling place review has to be carried out and completed by the end of January 2020. Unfortunately this legislation does not take into account the fact that the London Borough of Barnet (along with virtually all other London boroughs) is currently subject to an Electoral Review from the Local Government Boundary Commission for England (LGBCE) – and that the new ward boundaries that this Electoral Review will create within Barnet will not be known, or passed in Parliament, until (currently estimated) June 2020.

Following publication of the new ward boundaries from LGBCE, we will then have to conduct another full review of all polling arrangements, to ensure that all electors are voting correctly within their new wards. Whilst I can offer no firm assurances, as this later review will reflect the new geography of existing wards and polling districts, it may be that other venues that do not currently sit within the same polling district as Our Lady of Lourdes Primary School then will – and could then be put forward to CGP Committee as a proposed alternative for use as a polling station.

As a large and highly populated borough, Barnet requires a large number of polling places to enable the proper conduct of elections and it is unfortunate that we do have to use a substantial number of schools to meet this demand. On behalf of the Returning Officer, we do try our best to find suitable alternatives to schools if possible and we are always happy to discuss and review alternatives if there are any that can be suggested to us (despite our best endeavours, we are sometimes unaware of local changes, new buildings or other polling options).

If there is any further information that I can provide – or if anything above is unclear, please do contact me directly and I will do my best to help. In the meantime, your email below will be included within the report that goes to CGP Committee in January 2020, ahead of their decisions on polling arrangements going forward from then.

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## Constitution and General Purposes Committee

16 January 2020

<b>Title</b>	<b>Pay Policy Statement</b>
<b>Report of</b>	Assistant Director – Human Resources and Organisational Development
<b>Wards</b>	Not Applicable
<b>Status</b>	Public
<b>Urgent</b>	No
<b>Key</b>	No
<b>Enclosures</b>	Appendix A – Pay Policy Statement
<b>Officer Contact Details</b>	Jon Bell, Assistant Director – Human Resources and Organisational Development 020 8359 2330 <a href="mailto:jon.bell@barnet.gov.uk">jon.bell@barnet.gov.uk</a>

### Summary

Local Authorities are required to publish a Pay Policy Statement on the 1st April each year or as soon thereafter as is practicable. This report introduces a draft Pay Policy Statement for approval by Full Council on 28th January 2020, prior to its publication.

# Officers Recommendations

**That the Committee recommends that the Council approve the attached Pay Policy Statement (Appendix A) on 28th January 2020.**

## **1. WHY THIS REPORT IS NEEDED**

- 1.1 Section 38(1) of the Localism Act 2011 requires local authorities to produce an annual pay policy statement.

## **2. REASONS FOR RECOMMENDATIONS**

- 2.1 To comply with the Localism Act 2011, associated statutory guidance, the transparency requirements on remuneration as set out in the Local Government Transparency Code 2015 issued by the Department for Communities and Local Government in February 2015 and the council's constitution.

## **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1 The proposal arises from the statutory obligation cited in sections 1.1 and 2.1 and as such alternative options have not been considered in the context of this report.

## **4. POST DECISION IMPLEMENTATION**

- 4.1 The Pay Policy Statement requires endorsement by Full Council on 28<sup>th</sup> January 2020 prior to publication.

## **5. IMPLICATIONS OF DECISION**

### **5.1 Corporate Priorities and Performance**

- 5.1.1 Not applicable

### **5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

- 5.2.1 The costs of implementing the Pay Policy are provided for within existing approved Budgets.

### **5.3 Social Value**

- 5.3.1 Not applicable

### **5.4 Legal and Constitutional References**

- 5.4.1 Section 38(1) of the Localism Act requires local authorities to produce an annual pay policy statement. Council Constitution, Article 7 (Committees, Forums, Working Groups and Partnerships) – the terms of reference of the Constitution and General Purposes Committee includes:

- a. To develop the annual pay policy statement for full Council approval and be responsible for the publication of the annual statement
- b. To review annually remuneration, as defined above

## **5.5 Risk Management**

5.5.1 Not applicable

## **5.6 Equalities and Diversity**

5.6.1 Not applicable

## **5.7 Corporate Parenting**

5.7.1 Not applicable

## **5.8 Consultation and Engagement**

5.8.1 Not applicable

## **5.8 Insight**

5.8.1 Not applicable

## **6. BACKGROUND PAPERS**

6.1 None

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**APPENDIX A**

**London Borough of Barnet**  
**Pay Policy Statement 2020/21**

**Published**  
**April 2020**

## 1 Background

### Localism Act 2011 - Openness and accountability in local pay

- 1.1. Section 38(1) of the Localism Act 2011 requires local authorities to produce an annual pay policy statement.
- 1.2. The provisions in the Act do not seek to change the right of each local authority to have autonomy on pay decisions. However, it emphasises the need to deliver value for money for local taxpayers.
- 1.3. This statement will be presented to Full Council for adoption and any further changes during the year will be brought back to Council for approval.
- 1.4. This statement does not cover schools.

### Related Remuneration and Transparency Context

- 1.5. The Council follows the transparency requirements on remuneration as set out in the Local Government Transparency Code 2015 issued by the Department for Communities and Local Government in February 2015; and specific guidance relevant to the Localism Act issued by the Department in February 2012 and February 2013.
- 1.6. Part of the Code of Recommended Practice for Local Authorities on Data Transparency includes publishing information relating to senior salaries within a local authority. A full list of all posts that are paid more than £58,200 is published on the Council's website. See <https://barnet.gov.uk/citizen-home/council-and-democracy/finance-and-funding/financial-statements-budgets-and-variance-reports/senior-salaries.html>

## 2. Governance arrangements for pay and conditions of service within London Borough of Barnet

- 2.1. The [Constitution and General Purposes Committee](#) (appointed by [Council](#)) has responsibility for decisions related to the pay and terms and conditions of employment for staff (other than those within the remit of the [Chief Officer Appointment Panel](#)<sup>1</sup>) in accordance with [Article 7 \(Committees, Sub-Committees, Area Committees and Forums and the Local Strategic Partnership\) of the Constitution](#)
- 2.2. Included within its responsibilities, is the duty to develop and publish the annual pay policy statement for approval by Council (being its parent body) which will comprise:
  - the level and elements of remuneration for each Chief Officer
  - relationship between the remuneration of Chief Officers and other employees
  - a description of the relationship between decisions made on the lowest paid and top paid employees in the organisation

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<sup>1</sup> The Chief Officer Appointment Panel deals with chief officer appointments, discipline and capability matters.

- remuneration of the lowest paid (with the definition of the lowest paid and the reasons for adopting that definition)
- in relation to Chief Officers - remuneration on recruitment, increases and additions to remuneration, use of performance related pay and bonuses, termination payments
- transparency arrangements
- reasons for chosen approach to remuneration levels and how this is to be implemented
- differences of approach to groups of employees and the reasons for them
- pay dispersion
- incremental progression factors
- use of honoraria and ex-gratia payments
- determination of remuneration parameters for officers who have returned to work for a local authority
- appointment and remuneration term.

2.3. In addition the Committee must review remuneration annually and ensure that sufficient flexibility exists within the pay policy to allow responses to unforeseen circumstances without having recourse to revising the policy between annual reviews.

2.4. Council is asked to consider the Constitution and General Purposes Committee's recommendation(s). The Council is ultimately responsible for approval of the annual pay policy statement.

### **3. Remuneration arrangements for all employees**

#### **Introduction**

3.1. This section sets out the remuneration arrangements for London Borough of Barnet employees.

#### **Senior Management**

3.2. The Senior Management Team's pay and reward arrangements include:

- Market based pay structure which links job size to the mid point between Median and Lower Quartile Pay data
- Evaluation of all roles using Hay job evaluation scheme to size the role.
- Pay Grade reflect job sizes and evaluated roles are slotted according to the evaluated job size
- Automatic enrolment into Local Government Pension Scheme (LGPS)
- Base pay linked to the NJC for Local Government Services
- 30 days annual leave
- Sick pay is a maximum of six months at full pay and three months at half pay

#### **Rest of the Council**

3.3. Current arrangements for the remainder of the council's workforce are:

- Base pay negotiated through collective bargaining arrangements administered by the Local Government Association
- Adoption of the National Joint Council (NJC) for Local Government Services (LGS) pay spine

- Evaluation of all roles using systematic job evaluation.
- Roles placed on the pay spine using job evaluation
- Automatic enrolment into Local Government Pension Scheme (LGPS)\*
- Other terms and conditions of employment, such as entitlement to sick pay and annual leave, are governed by the NJC LGS

\* Note that, for a small number of designated roles where recruitment and retention issues exist, employees are offered the option of receiving a higher salary in return for sourcing their own pension provision.

### Pay Scales - Senior Management Team

- 3.4. The Senior Management grade structure and salaries were agreed by General Function Committee on 3rd May 2017. The Constitution and General Purposes Committee (subject to Council approval) sets the pay rates applicable to the grade structure on an annual basis and this pay policy statement is updated. The table below sets out the salaries associated with the pay grades for the Senior Management Team and the Statutory Officer posts. Salaries are reviewed during April each year and an updated pay policy statement is approved and published by the Council as necessary.

Pay Grade	Grade Minimum On 1 April 2020	Grade Maximum On 1 April 2020	Chief Officer and Senior Management Posts
1	£184,788	£195,192	Chief Executive*
2	£154,462	£164,866	Deputy Chief Executive*
3	£132,131	£153,979	Executive Director for Children & Families* (incorporates statutory Director of Children's Services); Executive Director for Adults & Health* (incorporates Statutory Director for Adults and Social Services) Executive Director for Environment*
4	£118,606	£132,131	Director Finance* Director of Assurance* Director of Adults Social Care Director of Growth
5	£108,202	£118,606	Director of Commercial and Customer Services Director of Public Health* Director of Children's Social Care (Early help, Children in need of help & protection) Director of Children's Social Care (Corporate Parenting, Disability and Permanence) Street-Scene Director
6	£88,434	£108,202	Senior Management – mainly Assistant Director posts
7	£75,949	£85,313	
8	£67,626	£75,949	

### **\*Chief Officer posts**

- 3.5. Each Pay Grade comprises a minimum (entry pay point) and a maximum (fully competent) pay point. The Fully Competent pay point reflects the evaluated level of the job. The Council does not pay beyond the evaluated level of the job and there is no automatic progression within the Grade.
- 3.6. The appropriate pay point at recruitment will normally depend upon the applicant's assessed level of competence.
- 3.7. All Chief Officer appointments (those officers listed in Article 9) will be conducted by the Chief Officer Appointment Panel, which comprises five elected members appointed to the panel by Council. The Panel includes the Leader of the Council, the Deputy Leader of the Council, the Chairman of the Constitution and General Purposes Committee, the Leader of the Opposition and a further member of the opposition group. The post holder's remuneration will be voted on by the Constitution and General Purposes Committee and reported to Council at the earliest opportunity.
- 3.8. In accordance with supplementary guidance issued by the Department for Communities and Local Government, Council have been given the opportunity to vote on Chief Officer Salary packages, salaries at or above £100,000 per annum and any severance packages per individual of £95,000 or more (see section 4 below). Council delegated this function to the Constitution and General Purposes Committee
- 3.9. The Constitution and General Purposes Committee is responsible for the appointment of all chief officers with the exception of the Head of Paid Service (Chief Executive) as Council retains the responsibility to confirm the appointment or dismissal of the Head of Paid Service.

### **Pay Scales - Rest of the Council**

- 3.10. The council, in accordance with its single status agreement, currently has two broad pay bands in operation for the remainder of the Council as follows:

<b>Pay Band</b>	<b>Relevant employees</b>	<b>Lowest Pay Point on 1 April 2019</b>	<b>Highest Pay Point on 1 April 2019</b>
Hay band M	Senior Managers and some professional staff	£60,291	£66,990
Barnet Broadband	All other employees	£20,103	£66,990

- 3.11. The evaluated grade for a role is normally 4 spinal column points. However the Single Status Agreement allows for some discretion in the number of spinal column points within a grade ranging from single spot grade through to a career grade; this discretion must be in line with the single status agreement.
- 3.12. The pay point on recruitment is normally at the bottom point of the grade for each post unless there is a justifiable reason for doing otherwise. An example

might be that for particular roles there is difficulty in recruitment and retention and to ensure that the successful candidate accepts the job offer a salary above the bottom of the grade is required.

- 3.13. Progression through the grade is assessed through the annual performance review cycle with pay awards being subject to those outlined in Table A below until the top of the pay grade is reached.

**Table A**

<b>Rating</b>	<b>Percentage increase</b>
Development Needs	0%
Satisfactory	0.5%
Good	2.25%
Outstanding	3%

**Barnet Living Wage**

- 3.14. The Council has developed a fair pay policy to ensure that it applies a minimum wage for Council employees.

***“London Borough of Barnet is a fair pay employer and will apply the principles of a living wage (including taking into account the National Minimum Wage, National Living Wage, London Living Wage and national pay awards in the public sector), subject to affordability.”***

- 3.15. Employees whose pay rate is less than the agreed amount will receive a pay supplement to bring their pay up to an equivalent of the published Barnet Living Wage rate. The minimum rate will be reviewed on an annual basis. The exception to this rule will be apprenticeships where the national apprenticeship rates will apply at a minimum.

**Other Elements of Remuneration**

**Pay Protection**

- 3.16. The Council's Managing Organisational Change Policy is applicable to all employees and sets out the Council's pay protection policy.

**Recruitment and Retention Premia**

- 3.17. The Council has a recruitment and retention payments policy applicable to all employees which describes when and how the Council may pay beyond the evaluated level of the job. Any market payment will need to be supported by clear market evidence before it can be brought into payment.

**Other**

- 3.18. The Council does not pay bonuses or performance related pay to senior managers.
- 3.19. The Council does not offer any benefits in kind.

- 3.20. The Council does not use ex-gratia payments.

#### **Payment for election duties**

- 3.21. The role of Returning Officer is considered to be secondary employment and any Senior Officer undertaking this role will be expected to either take annual leave or special unpaid leave when fulfilling this function.
- 3.22. Any employee who undertakes election duties is paid for this through the Returning Officer. The level of Fees & Charges payable for election duties are set by the Cabinet Office & London Councils.

#### **Pension Arrangements**

- 3.23. The percentage rate of contributions is set according to pension regulations.
- 3.24. Employees of the London Borough of Barnet are automatically enrolled into the LGPS but can opt out if they so wish.
- 3.25. All pension matters are dealt with by LGPS Scheme Rules.

#### **Redundancy Terms**

- 3.26. The Council's Managing Organisational Change Policy is applicable to all employees, including Chief Officers, and Head of Paid Service, and sets out redundancy compensation.
- 3.27. Compensation is calculated as 1x actual salary x number of weeks. Number of weeks is calculated using the statutory matrix of Age and Years of Completed Service. The minimum is 1 week's actual gross pay and the maximum is 30 weeks.
- 3.28. The Council's redundancy terms do not enhance pension entitlements.
- 3.29. The Council as part of its duty to mitigate the consequences of redundancy puts in place appropriate employee support, which includes career advice, workshops and trial periods for employees.

#### **Appointment and Remuneration Terms**

- 3.30. The Council appoints to roles on a variety of terms and the final decision about the appointment and remuneration terms will be a reflection of the requirements of the role; the evaluated level of the role; the longevity of the role; budgetary constraints and broader value for money considerations.

### **4. Severance arrangements**

- 4.1. The Council does not enhance severance packages beyond statutory and contractual entitlements. In practice this means severance package consist of redundancy pay (see 3.26), any holiday pay the employee is contractually entitled to and pension payments that the employee is entitled to in accordance

with the Local Government Pension Scheme (LGPS). In respect of the local government pension scheme this will mean that mandatory and discretionary payments towards premature retirement compensation will be included in the assessment of the severance payments made to an individual.

- 4.2. Where an employee is aged 55 or above and is made redundant then by virtue of the LGPS scheme rules the employee's pension will automatically come into payment. It should be noted that an employer cost, known as 'Pension Strain' will be crystallised and is a cost to be paid by the employer to LGPS.
- 4.3. For the purposes of calculating the component parts of a severance package this will include:
- redundancy pay
  - holiday entitlement earned but not taken
  - 'pension strain' cost payable by the Council to the Pension Scheme.
- 4.4. Council has been given the opportunity to vote on severance packages at or above £95,000 per annum and have delegated this function to the Constitution and General Purposes Committee. The Government has indicated its intention to impose limits on the level of severance pay that public sector employees can receive but as yet legislation has not been passed.

## **5. Relationship between the remuneration of its chief officers, and the remuneration of its employees who are not chief officers**

### **Remuneration of the Lowest Paid**

- 5.1. The definition of the lowest paid is based on the Council's living wage - see section 3.15.

### **Pay Dispersion**

- 5.2. The highest paid role in the Council is the Chief Executive with earnings of £184,788. The median average paid role is £31,103 and this covers a wide range of roles. The ratio between the highest paid in the authority (Chief Executive Officer) and the median average paid role is 1:5.9. The lowest paid role in the Council is £20,103 per annum. The ratio between the highest and lowest paid roles is 1:9.2.
- 5.3. A comparison between the current year and previous year is shown below:

<b>Description</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>
Highest Paid	£187,613	£181,165	£184,788	£184,788
Median	£28,385	£28,953	£30,930	£31,103
Lowest paid	£17,981	£19,557	£19,749	£20,103
Highest to median ratio	1:6.6	1:6.26	1:5.9	1:5.9



Highest to lowest ratio	1:10.4	1:9.26	1:9.2	1:9.2
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## **Elements of Chief Officer Remuneration**

- 5.4. All Chief Officers receive only base pay. In common with all other roles in the Council if there was clear market evidence that the evaluated level of the job did not reflect the market then a market supplement would be considered. Any market supplement would need to be agreed by the Constitution and General Purposes Committee.

## **6. Gender Pay**

- 6.1 The Council is committed to providing accurate Gender Pay reporting and this will be covered in a later report to Constitution and General Purposes Committee before the end of the financial year (2019/20).

## **7. Staff moving posts within the public sector**

- 7.1. The Council operates a recruitment policy based on merit - in line with Section 7 the Local Government and Housing Act 1989.

- 7.2. Should a successful candidate be in receipt of a severance payment or pension the London Borough of Barnet applies the Rules of the Local Government Pension Scheme and Modification Order to manage the following scenarios, should they occur:

- Where previously employed by the same authority, left with a severance or redundancy payment, and have come back as a Chief Officer
- Are in receipt of a Local Government Pension Scheme or Firefighter pension (whether their previous service was with the same authority or not).

- 7.3. Where the successful candidate was previously employed by the Council then there would normally be a 12 month break before the Council would re-employ either as an employee or under a contract for services

## **8. Publication of and access to information regarding remuneration of Chief Officers**

- 8.1. Remuneration information about Chief Officers is published on the London Borough of Barnet's website which is accessible to all members of the public.

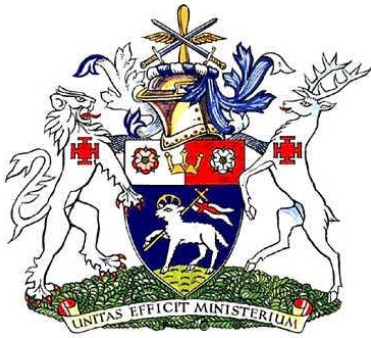
- 8.2. The Council's Annual Accounts set out actual remuneration including all elements of pay for roles paid above £58,200. These accounts are published on the Council's website.

## **9. Amendments to this Pay Policy Statement**

- 9.1. The tables in paragraphs 3.4 and 3.10 do not yet include the recommended NJC Pay Offer for 2020/21.
- 9.2. There is a requirement to keep this Pay Policy Statement as up to date as possible. Therefore, mid-year amendments to the statement will be approved and published by the Council as appropriate.

**January 2020**

DRAFT



## Constitution and General Purposes Committee

16 January 2020

<b>Title</b>	<b>Appointment of Director of Commercial and Customer Services</b>
<b>Report of</b>	Deputy Chief Executive
<b>Wards</b>	All
<b>Status</b>	Public
<b>Urgent</b>	No
<b>Key</b>	No
<b>Enclosures</b>	None
<b>Officer Contact Details</b>	Cath Shaw, Deputy Chief Executive <a href="mailto:cath.shaw@barnet.gov.uk">cath.shaw@barnet.gov.uk</a> 020 8359 4716

### Summary

This paper seeks Committee approval to confirmation of Deborah Hinde as the Council's Director of Commercial and Customer Services.

### Officer Recommendations

**That the Committee approves the appointment of Deborah Hinde as the Council's Director of Commercial and Customer Services.**

## **1. WHY THIS REPORT IS NEEDED**

### **Background**

- 1.1. Article 7 of the Constitution, the Constitution & General Purposes Committee terms of reference includes responsibility for staffing matters (i.e. salaries and conditions of service) other than those within the remit of the Chief Officer Appointment Panel.  
The HR regulations in the Constitution at section 2.1 state that no vacant posts at assistant director level or above shall be advertised or recruited to without prior Committee approval.
- 1.2. In January 2019, the Committee approved a Senior Management Restructure. This included creation of the post of “Director, Commercial and ICT”.
- 1.3. Following the departure of the incumbent in April 2019, Deborah Hinde – then Assistant Director, Commercial – was appointed to the post of Director, Commercial and ICT on a temporary basis. The appointment was made following an internal process open to all council Assistant Directors and Heads of Service.
- 1.4. In the Summer of 2019 the post was renamed “Director, Commercial and Customer Services”, reflecting the greater emphasis on ensuring good customer service to residents and businesses. The substantive responsibilities of the post remained unchanged.
- 1.5. The Committee are requested to approve that the post of Director, Commercial and Customer Services can be recruited to.

## **2. REASONS FOR RECOMMENDATIONS**

- 2.1. The council has a continuing need for a Director of Commercial and Customer Services. Priorities in 2020 will include:
  - Leadership of the Year 6/7 Review of the CSG and Re contracts, and driving service improvement in key service areas
  - Driving improvements in customer experience through phase III of the Customer Transformation Programme
  - Providing commercial support to major projects including the remedial works to Oakleigh Road Depot and the Delivery of Brent Cross West station
- 2.2. Deborah Hinde has fully demonstrated her suitability for the post during her period of temporary promotion.

### **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1. It would be possible to recruit externally. However, this is not recommended due to the cost and delay involved in recruitment and the instability it could create in the team. In addition, the direct predecessors to the post have been advertised externally twice in the last five years, and it has proved difficult to attract a strong field of suitably qualified external candidates.

### **4. POST DECISION IMPLEMENTATION**

- 4.1. Deborah Hinde will be offered a permanent contract as the Director of Commercial and Customer Services.

### **5. IMPLICATIONS OF DECISION**

#### **5.1. Corporate Priorities and Performance**

- 5.1.1. The post is responsible for improving customers' experience of dealing with council, and so contributes directly to achievement of the Corporate Plan outcomes.

#### **5.2. Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

- 5.2.1 The post sits within the budget of the Growth and Corporate Services Directorate. No additional funding is required

#### **5.3. Legal and Constitutional References**

- 5.3.1. See section 1.1 and 1.2 above.

#### **5.4. Risk Management**

- 5.4.1. The appointment mitigates the risk of staff turnover midway through implementation of the key priorities listed in paragraph 2.1.

#### **5.5. Social Value**

- 5.5.1. Not applicable

## 5.6. Corporate Parenting

5.6.1. Not applicable

## 5.7. Equalities and Diversity

5.7.1. Equality and diversity issues are a mandatory consideration in the council's decision-making process. Decision makers should have due regard to the public-sector equality duty in making their decisions. The equalities duties are continuing duties they are not duties to secure a particular outcome. The equalities impact will be revisited on each of the proposals as they are developed. Consideration of the duties should precede the decision. It is important that Policy and Resources Committee, or the officer decision maker if the decision is delegated to them, has regard to the statutory grounds in the light of all available material such as consultation responses. The statutory grounds of the public-sector equality duty are found at section 149 of the Equality Act 2010.

A public authority must, in the exercise of its functions, have due regard to the need to:

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:

- (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.

Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:

- (a) Tackle prejudice, and
- (b) Promote understanding.

Compliance with the duties in this section may involve treating some persons more favourably than others; but that is not to be taken as permitting conduct that would otherwise be prohibited by or under this Act. The relevant protected characteristics are:

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Race,
- Religion or belief
- Sex
- Sexual orientation
- Marriage and Civil partnership

5.7.2. As set out in paragraph 1.3, the interim appointment was made on the basis of an open competition conducted in accordance with good equalities practice.

## 5.8. **Consultation and Engagement**

5.8.1. Not applicable

## 5.9. **Insight**

5.9.1. Not applicable

## 6. **BACKGROUND PAPERS**

6.1. Constitution & General Purposes Committee Report on the Senior Management Restructure, 17 January 2019:

<https://barnet.moderngov.co.uk/ieListDocuments.aspx?CId=174&MIId=9503&Ver=4>

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**London Borough of Barnet  
Constitution and General  
Purpose Committee Work  
Programme  
April 2020 – June 2020**

Title of Report	Overview of decision	Report Of ( <i>officer</i> )	Issue Type (Non key/Key/Urgent)
<b>1 April 2020</b>			
Constitution Review <i>Standing Item</i>	To review and approve revisions to the Constitution following the review of elements which require updating and review.	Monitoring Officer Head of Governance	Non-key
Annual Report on Electoral Registration	To receive an Annual Report on Electoral Registration	Returning Officer Head of Electoral Services	Non-key
<b>23 June 2020</b>			
Constitution Review <i>Standing Item</i>	To review and approve revisions to the Constitution following the review of elements which require updating and review.	Monitoring Officer Head of Governance	Non-key
Health and Safety Annual Report	Review health and safety performance 2019/18 and agree priorities for the 2020/21	Head of Safety, Health and Wellbeing	Non-key
Code of Conduct Allegations 2019/20	To consider a report on complaints the Monitoring Officer has received about Member conduct during 2019/20	Monitoring Officer	Non-key

Title of Report	Overview of decision	Report Of ( <i>officer</i> )	Issue Type (Non key/Key/Urgent)
<b>Items to be allocated</b>			
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  Assistant Director – Human Resources and Organisational Development	Non-key
Recruitment and Retention Policy - Annual Review	To consider the use of recruitment and retention payments in line with the Recruitment and Retention Policy.	Assistant Director – Human Resources and Organisational Development	Non-key
Information Management <i>As and when required</i>	To determine Member requests for non-committee information as specified in the Members' Information Management Policy  <b>Human Resources and Organisational Development</b>	Director of Assurance  Head of Assurance and Business Development	Non-key

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