

	<h2>General Functions Committee</h2> <h3>21 March 2016</h3>
<p style="text-align: right;"><b>Title</b></p>	<p><b>Provision of Facilities Impacting Members at Hendon Town Hall</b></p>
<p style="text-align: right;"><b>Report of</b></p>	<p>Chris Smith, Head of Estate Management</p>
<p style="text-align: right;"><b>Wards</b></p>	<p>Hendon</p>
<p style="text-align: right;"><b>Status</b></p>	<p>Public</p>
<p style="text-align: right;"><b>Urgent</b></p>	<p>No</p>
<p style="text-align: right;"><b>Key</b></p>	<p>No</p>
<p style="text-align: right;"><b>Enclosures</b></p>	<p>None</p>
<p style="text-align: right;"><b>Officer Contact Details</b></p>	<p>Glenn Miller – Director Estates and Valuation  <a href="mailto:Glenn.miller2@capita.co.uk">Glenn.miller2@capita.co.uk</a></p>

<h2>Summary</h2>
<p>This report covers how, in future, Members will be consulted regarding the management of and improvements to the Hendon Town Hall and, where applicable, how decisions will be referred to General Function Committee.</p>

<h2>Recommendation</h2>
<ol style="list-style-type: none"> <li>1. That General Functions Committee agrees that council officers will consult with Group Leaders and the Chairman of this Committee of any items of expenditure needed exceeding £10,000 in relation to facilities impacting Members at Hendon Town Hall. Group Leaders or the Chairman of General Functions Committee will then have 14 days to confirm if they wish any proposal to be referred to the next appropriate General Functions Committee meeting.</li> </ol>

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

- 1.1. Concerns were expressed at General Functions Committee (GFC) on 18 Feb that the upgrade to the microphone system in council chamber didn't involve Member consultation.
- 1.2. Concerns were also expressed at the same meeting that generally there was too little input from Members with regard to the management of issues affecting Members' use of the facilities at Hendon Town Hall.

## **2. REASONS FOR RECOMMENDATION**

- 2.1 Members of the General Functions Committee have requested that consultation take place on matters which affect the operation and running of the Town Hall.
- 2.2 It is felt appropriate that a financial threshold be applied to avoid the need for consultation on minor day to day operational matters.

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

- 3.1 Retention of fully delegated responsibility for decisions related to the management of and improvements to the Hendon Town Hall to council officers. This is not recommended because Members have expressed a wish to be involved.
- 3.2 Referral of all decisions relating to the management and operation of the Hendon Town Hall to GFC. This was considered to be impractical and inefficient for low expenditure items required for the operational day to day running on the building.

## **4. POST DECISION IMPLEMENTATION**

- 4.1 Council officers will immediately, following the approval of GFC, adopt a procedure whereby they advise Group Leaders and the Chairman of GFC of any items of expenditure needed exceeding £10,000 affecting facilities at the Town Hall as soon as the requirement becomes evident.
- 4.2 Group leaders and the Chairman of GFC will then have 14 days within which to confirm if they wish any proposal to be referred to the Committee.

## **5. IMPLICATIONS OF DECISION**

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

- 5.1.1 The Barnet Corporate Plan 2013 to 2016 commits the Council to delivering better services with less money. A key principle of the medium term financial strategy is to continually review the use of Council assets so as to reduce the cost of accommodation year on year including how best to provide functional and cost effective operational buildings.

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

5.2.1 Information about items of expenditure needed exceeding £10,000 would be provided to Group Leaders and the Chairman of GFC, with the option of a report being requested to GFC.

5.2.2 Any decisions relating to items of revenue or capital expenditure at Hendon Town Hall will be managed in accordance with the Council's contract procedure rules.

## 5.3 **Social Value**

5.3.1 Not applicable in the context of this report.

## 5.4 **Legal and Constitutional References**

5.4.1 Council constitution ([Annex A to responsibility for functions](#)) contains terms of reference for the General Functions Committee which include responsibility for all other Council functions that are not reserved for Council.

5.4.2 Expenditure is subject to the Council's contract procedure rules and this is not affected by the recommendation in this report.

5.4.3 There are no specific legal considerations in the context of this report.

## 5.5 **Risk Management**

5.5.1 Any decisions relating to Hendon Town Hall should involve consultation with Members as it may affect the conduct of Council and Committee meetings, or the facilities provided to members.

## 5.6 **Equalities and Diversity**

5.6.1 Any revenue or capital expenditure relating to Hendon Town Hall will take into account accessibility issues and any issues affecting Members' use of facilities.

## 5.7 **Consultation and Engagement**

5.7.1 Subject to Committee approval, members will be consulted as detailed in the report on matters relating to Hendon Town Hall that would impact upon them.

## 5.8 **Insight**

5.8.1 Not applicable in the context of this report.

## 6. **BACKGROUND PAPERS**

6.1 General Functions Committee report 18 February 2016 (Item 6a):  
<https://barnet.moderngov.co.uk/documents/s29750/Report.pdf>