

Article 10 – Area Committees and Forums and Local Strategic Partnerships

*References: Part VA, Local Government Act 1972
 Section 13, Local Government and Housing Act 1989
 Reg. 4, 5 and 16A Local Government (Committees and Political Groups) Regulations 1990
 Section 18, Local Government Act 2000
 The Local Authorities (Functions and Responsibilities) (England) Regulations 2000
 Chapters 6 and 9, DETR Guidance*

10.01 Area committees and forums

The Council may appoint area committees and forums as it sees fit, if it is satisfied that to do so will ensure improved service delivery in the context of best value and more efficient, transparent and accountable decision making.

10.02 Form, composition and function

- (a) **Table of area committees and forums.** The Council will appoint the area committees and forums as set out in the first column of the table below, composed as set out in the second column of that table and with the terms of reference set out in the third column.

Name of Committee	Composition	Terms of Reference
Residents Forums: Hendon Finchley and Golders Green Chipping Barnet	A Chairman and Vice-Chairman of each appointed by the Council. Any Member of the Council may attend.	Residents Forums perform a consultative and advisory role. They provide an opportunity for any resident to comment on any aspect of council service, plans and proposals. They are also the mechanism for ward members to hear oral representations, petitions and other local objections to any local issue, to debate these and to reach some local consensus before a matter is considered by an area environment sub-committee.

Name of Committee	Composition	Terms of Reference
		The forums may consider major planning issues in the same way.
		Comments made are reported to the relevant decision maker.
<p>Area Planning Sub-Committees:</p> <p>Finchley and Golders Green</p>	<p>Composed of one councillor (plus a substitute member) for each ward as follows:</p> <p>7 councillors</p> <p>Woodhouse, West Finchley, Finchley Church End, Garden Suburb, Golders Green, Childs Hill and East Finchley Wards.</p>	As set out in Part 3 of the Constitution, section 2 Responsibility for Council Functions.
<p>Chipping Barnet</p> <p>Hendon</p>	<p>7 councillors</p> <p>Underhill, High Barnet, East Barnet, Oakleigh, Brunswick Park, Coppetts and Totteridge Wards.</p> <p>7 councillors</p> <p>Hale, Edgware, Burnt Oak, West Hendon, Colindale, Hendon and Mill Hill Wards.</p>	
<p>Area Environmental Sub-Committees:</p> <p>Finchley and Golders Green</p>	<p>Composed of one councillor (plus a substitute member)for each ward as follows:</p> <p>7 councillors</p> <p>Woodhouse, West Finchley, Finchley Church End, Garden Suburb, Golders Green, Childs Hill and East Finchley Wards.</p>	<p>These sub-committees discharge functions delegated to them by both the Council and the Executive.</p> <p>Their Council functions are set out in Part 3 of the Constitution, section 2 Responsibility for Council Functions.</p>

Name of Committee	Composition	Terms of Reference
Chipping Barnet	7 councillors Underhill, High Barnet, East Barnet, Oakleigh, Brunswick Park, Coppetts and Totteridge Wards.	Their Executive functions are set out in Part 3 of the Constitution, section 3 Responsibility for Executive Functions.
Hendon	7 councillors Hale, Edgware, Burnt Oak, West Hendon, Colindale, Hendon and Mill Hill Wards	

- (b) **Delegations.** The Council and the executive will include details of the delegations to area committees in Part 3 of this Constitution, including the functions delegated showing which are the responsibility of the executive and which are not, the composition and membership of the committees, budgets and any limitations on delegation.

Area environment sub-committees when considering a proposal for discharging an Executive function for a location that crosses their boundaries may take decisions to approve recommendations submitted to them. When such a proposal is to be considered the Democratic Services Manager shall make arrangements for a joint meeting of the sub-committees within whose areas the proposal falls. Voting at every such meeting shall be separate among the members of the different sub-committees. If any sub-committee fail to agree the recommendations then the whole proposal shall be submitted to the Cabinet for decision.

10.03 Conflicts of interest – membership of area committees and overview and scrutiny committees

- (a) **Conflict of interest.** If an overview and scrutiny committee is scrutinising specific decisions or proposals in relation to the business of the area committee of which the councillor concerned is a member, then the councillor may not speak or vote at the overview and scrutiny committee meeting unless a dispensation to do so is given by the Standards Committee.
- (b) **General policy reviews.** Where the overview and scrutiny committee is reviewing policy generally the member must declare his/her interest before the relevant agenda item is reached, but need not withdraw.

10.04 Area committees – access to information

Area committees will comply with the Access to Information Rules in Part 4 of this Constitution.

Agendas and notices for area committee meetings which deal with both functions of the executive and functions which are not the responsibility of the executive will state clearly which items are which.

10.05 Executive members on area committees

A member of the executive may serve on an area committee if otherwise eligible to do so as a councillor.

10.06 Executive members on residents forums

A member of the executive may be the chairman or vice-chairman of a residents forum if so appointed by the Council.

10.07 Local Strategic Partnership

- (a) The Local Strategic Partnership is a non-statutory body which brings together the key public private and voluntary organisations within the borough to identify and articulate the needs and aspirations of Barnet's local communities and to provide a forum to assist the Council by collectively reviewing and steering public resources, through identifying priorities in Sustainable Community Strategies and Local Area Agreements.
- (b) The Local Strategic Partnership is not the ultimate decision maker. All target-setting and consequential financial, commissioning or contractual commitments proposed by the Local Strategic Partnership must be formalised through the Council's Executive or through one of the other Local Strategic Partnership members (for example if policing or health resources are involved).
- (c) The Council's Executive will exercise a leadership role in relation to the Local Strategic Partnership and specifically will ensure that the Local Strategic Partnership has a formal constitution setting out its terms of reference, membership, organisational and management arrangements and the duties and responsibilities of Partnership members, such duties and responsibilities to be incorporated into a partnership agreement to be signed by all Partnership members.
- (d) The Council's Executive will ensure that the Local Strategic Partnership develops clear and transparent lines of accountability and responsibility between its members.
- (e) The Council's Executive will, on an annual basis (or at more frequent intervals should it deem it appropriate to do so), consider a report on the work and performance of the Local Strategic Partnership and its thematic Boards, Partnerships and sub-Partnerships, such annual report to include, amongst other things, a review of the governance arrangements and the progress made in respect of both Sustainable Communities Strategy and Local Area Agreement priorities and objectives.

- (f) The Council's Executive will ensure that a Partnership Register is maintained (and regularly reviewed) by the Council's Officers which sets out key information in relation to the governance arrangements of the Local Strategic Partnership, its thematic Boards, Partnerships and Sub-Partnerships, to include details on terms of reference, membership, financial arrangements, statutory requirements, accountability, risk assessments and data sharing protocols.

- (g) The Council will ensure that appropriate arrangements are in place to enable appropriate scrutiny of the Local Strategic Partnership, thematic Boards, Partnerships and sub-Partnerships and relevant partner associations in accordance with statutory provision.