



CITY OF WESTMINSTER

# MINUTES

## General Purposes

### MINUTES OF PROCEEDINGS

Minutes of a meeting of the **General Purposes** Committee held on **Wednesday 5th November, 2014**, Rooms 3 & 4 - 17th Floor, City Hall, 64 Victoria Street, London, SW1P 6QP

**Members Present:** Councillors Melvyn Caplan (Chairman), David Boothroyd, Tim Mitchell and Robert Davis

#### **1 MEMBERSHIP**

1.1 There were no changes to the membership.

#### **2 DECLARATIONS OF INTEREST**

2.1 There were no Declarations of Interest.

#### **3 MINUTES**

3.1 The Chairman, with the consent of the Members present, signed the minutes of the meeting held on 30 April 2014 as a true and correct record of the proceedings.

#### **4 POLLING DISTRICT AND POLLING PLACE REVIEW**

4.1 Martin Pyroyiannos introduced the report and explained that the Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews of parliamentary polling districts and polling places. He also explained the principles underlying the approach to establishing polling districts and polling places.

4.2 Councillor David Boothroyd thanked officers for the work undertaken in resolving long standing anomalies in Westbourne Ward which he supported as outlined in recommendations 2.1 (c) and (d) and 2.2. Councillor Boothroyd drew attention to the view of Councillor Williams who did not support the proposed change to CHA as set out in recommendation 2.1 (a).

- 4.3 Councillor Robert Davis asked officers also keep an eye on changes of room within a venue, which often cause confusion. He also asked that following the General Election officers review the polling districts in Lancaster Gate ward as an imbalance had occurred in recent years.
- 4.4 Councillor Tim Mitchell referred to Polling District SJB which had suffered from camera intrusion. Mr Pyroyiannos advised that he had been aware of the issue but no suitable alternative venues were available. It was accepted that the solution was probably available with a revised internal layout of the Polling Station.
- 4.5 Councillor Melvyn Caplan asked that further work be undertaken to review polling districts in Hyde Park ward, Knightsbridge and Belgravia Ward and Maida Vale ward to review what appeared to be an imbalance. He asked that this review be undertaken urgently and reported back to a special meeting to be held before the end of November to allow the register to be updated and reflect any changes. The Committee would also defer a decision on the location of polling place for CHA.
- 4.6 Mr Pyroyiannos advised that undertaking these further reviews would be challenging and would, in view of the need to publish the register on 1 December .
- 4.7 **Resolved:**
- (a) That approval be given to the following proposed changes in polling places for the reasons given (to be effective from the publication of the new electoral register on 1 December 2014):
- (i) MVA (Maida Vale) from the Maida Centre, 221 Lanark Road to St George's School, Lanark Road (The Maida Centre is being redeveloped and cannot be used as a polling place at the next General Election. Although we have sought to move away from using schools, St George's School is the best replacement for the Maida Centre and has been used before as a polling place).
  - (ii) WBA (Westbourne) arising out of the polling district boundary changes detailed below, from Warwick Community Centre, 300 Harrow Road to Our Lady of Lourdes & St Vincent de Paul Church Hall, 337 Harrow Road (with officers looking again at the Westminster Adult Education Centre in Amberley Road when building works are completed there in early 2015).
  - (iii) WBC (Westbourne) arising out of the polling district boundary changes detailed below, from Stowe Centre, 258 Harrow Road to Warwick Community Centre, 300 Harrow Road.
- (b) That a small change to the polling district boundary between the WBA and WBC polling districts in Westbourne Ward be agreed in order that there is a more even distribution of registered electors across each of the three polling districts within the ward and in order that voters on the

Warwick and Brindley Estates vote at the same polling place. The change recommended is shown on a map as Appendix E of the report and in terms of properties/electors affected as Appendix E plus addendum and unites the whole of the Warwick and Brindley Estates with the Grand Union Canal as the northern boundary.

- (b) That a decision on the polling place for CHA be deferred to a special meeting to be held before the end of November.
- (c) That officers conduct a further review of polling districts in Hyde Park, Knightsbridge and Belgravia and Maida Vale wards and for this to also be reported to the special meeting to be held before the end of November.

## **5 OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014 (SEE REPORT OF HEAD OF LEGAL AND DEMOCRATIC SERVICES)**

### **Resolved:**

- (a) That the revised wording of Standing Order 18 (Disorder) detailed in paragraph 3.7 of the report be recommended to the full Council for adoption.
- (b) That the threshold of £500,000 at which officers must give notice of decisions to award a contract or incur expenditure as detailed in paragraph 3.10 of the report be agreed.
- (c) That the action taken by officers to date to ensure the City Council is fully compliant with the 2014 Regulations and advises on any further action to be taken be noted.

## **6 SCHEME OF DELEGATIONS (SEE REPORT OF THE HEAD OF LEGAL AND DEMOCRATIC SERVICES)**

- 6.1 The Committee were advised that the revised scheme reflected the re-organisation agreed by the Cabinet on 21 July 2014. No new obligations had been included.
- 6.2 As it had been some time since the last detailed review of delegations and related documents had taken place it was agreed that this should be undertaken and the outcome reported to the next meeting.

### **Resolved:**

- (a) That the Scheme of Delegations in respect of non-executive functions attached as Appendix 1 of the report be recommended to the Council for approval.
- (b) That it be noted that the Leader of the Council will be asked to approve the Scheme of Delegations in respect of executive functions.

**7 CONSTITUTIONAL CHANGES: SUPERANNUATION COMMITTEE TERMS OF REFERENCE (SEE REPORT OF THE CITY TREASURER)**

**7.1 Resolved:**

That the Council be recommended that the revised Terms of Reference as attached in Appendix A be agreed and that the Superannuation Committee be renamed the Pension Fund Committee.

**8 PROGRAMME OF MEETINGS 2015-16 (SEE REPORT OF THE HEAD OF LEGAL AND DEMOCRATIC SERVICES)**

**Resolved:**

- (a) That the Council be recommended to approve the dates of full Council meetings as follows: 20 May 2015 (Annual), 8 July 2015, 11 November 2015, 20 January 2016, 2 March 2016, 27 April 2016, 18 May 2016 (Annual).
- (b) That the programme of other formal meetings set out in Appendix A be approved.

The Meeting ended at 6.38 pm

**CHAIRMAN:** \_\_\_\_\_

**DATE** \_\_\_\_\_