

Licensing and General Purposes Committee (Special) AGENDA

DATE: Wednesday 6 February 2019

TIME: 6.30 pm

VENUE: Committee Rooms 1 & 2, Harrow Civic Centre,
Station Road, Harrow, HA1 2XY

MEMBERSHIP (Quorum 4)

Chair: Councillor Natasha Proctor

Councillors:

Dan Anderson (VC)	Christopher Baxter
Pamela Fitzpatrick	Ramji Chauhan
Dean Gilligan	Chetna Halai
Maxine Henson	John Hinkley
Honey Jamie	Amir Moshenson
Angella Murphy-Strachan	Kanti Rabadia
Primesh Patel	Stephen Wright

Reserve Members:

- | | |
|----------------------|-------------------|
| 1. Ghazanfar Ali | 1. Nitesh Hirani |
| 2. Michael Borio | 2. Ameet Jogia |
| 3. Niraj Dattani | 3. Marilyn Ashton |
| 4. Sarah Butterworth | 4. Susan Hall |
| 5. James Lee | 5. Mina Parmar |
| 6. Nitin Parekh | 6. Vina Mithani |
| 7. Sachin Shah | 7. Paul Osborn |
| 8. Vacancy | |

Contact: Alison Atherton, Senior Professional - Democratic Services
Tel: 020 8424 1266 E-mail: alison.atherton@harrow.gov.uk

Useful Information

Meeting details:

This meeting is open to the press and public.

Directions to the Civic Centre can be found at:
<http://www.harrow.gov.uk/site/scripts/location.php>.

Filming / recording of meetings

The Council will audio record Public and Councillor Questions. The audio recording will be placed on the Council's website.

Please note that proceedings at this meeting may be photographed, recorded or filmed. If you choose to attend, you will be deemed to have consented to being photographed, recorded and/or filmed.

When present in the meeting room, silent mode should be enabled for all mobile devices.

Meeting access / special requirements.

The Civic Centre is accessible to people with special needs. There are accessible toilets and lifts to meeting rooms. If you have special requirements, please contact the officer listed on the front page of this agenda.

An induction loop system for people with hearing difficulties is available. Please ask at the Security Desk on the Middlesex Floor.

Agenda publication date: Tuesday 29 January 2019

AGENDA - PART I

1. ATTENDANCE BY RESERVE MEMBERS

To note the attendance at this meeting of any duly appointed Reserve Members.

Reserve Members may attend meetings:-

- (i) to take the place of an ordinary Member for whom they are a reserve;
- (ii) where the ordinary Member will be absent for the whole of the meeting; and
- (iii) the meeting notes at the start of the meeting at the item 'Reserves' that the Reserve Member is or will be attending as a reserve;
- (iv) if a Reserve Member whose intention to attend has been noted arrives after the commencement of the meeting, then that Reserve Member can only act as a Member from the start of the next item of business on the agenda after his/her arrival.

2. DECLARATIONS OF INTEREST

To receive declarations of disclosable pecuniary or non pecuniary interests, arising from business to be transacted at this meeting, from:

- (a) all Members of the Committee;
- (b) all other Members present.

3. MINUTES (Pages 5 - 8)

That the minutes of the Special meeting held on 4 October 2018 be taken as read and signed as a correct record.

4. ELECTORAL REVIEW 2018-19 - LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND (To Follow)

Report of the Director of Legal and Governance Services

5. REVIEW OF POLLING DISTRICTS AND POLLING PLACES (Pages 9 - 14)

Report of the Director of Legal and Governance Services

AGENDA - PART II

Nil

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LICENSING AND GENERAL PURPOSES COMMITTEE (SPECIAL) MINUTES

4 OCTOBER 2018

Chair: * Councillor Natasha Proctor

Councillors:

* Ghazanfar Ali (1)	* John Hinkley
* Dan Anderson	* Ameet Jogia (2)
* Christopher Baxter	* James Lee (5)
* Pamela Fitzpatrick	* Amir Moshenson
* Dean Gilligan	* Nitin Parekh (6)
* Chetna Halai	* Kanti Rabadia
* Maxine Henson	* Stephen Wright

* Denotes Member present
(1), (2), (5) and (6) Denote category of Reserve Members

5. Attendance by Reserve Members

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Members:-

Ordinary Member

Councillor Ramji Chauhan
Councillor Honey Jamie
Councillor Angella Murphy-Strachan
Councillor Primesh Patel

Reserve Member

Councillor Ameet Jogia
Councillor James Lee
Councillor Nitin Parekh
Councillor Ghazanfar Ali

6. Declarations of Interest

Agenda Item 3:

Councillor Fitzpatrick observed that, to the extent that members of the Committee were all serving councillors, they all had a personal interest in the matter.

RESOLVED ITEMS

7. **Electoral Review 2018-19 - Local Government Boundary Commission for England**

The Committee received a report seeking approval of the content of the Council's submission on proposed new ward boundaries and the number of councillors for each new proposed ward, as part of the current electoral review by the Local Government Boundary Commission for England. The Director of Legal and Governance Services introduced the report, confirming that the Commission had agreed to a later submission of proposals for the names of new wards (by the end of November 2018). He explained the background to the development of warding proposals which had included substantial consultation with representatives of both political groups on the Council. As a result of these discussions, two options had emerged and were set out in the report and appendices; the Conservative Group had been invited to submit a further proposal for inclusion in the report, but had not done so. The Director of Legal and Governance Services referred to the three criteria which the Commission would use in assessing any proposals for warding arrangements; he also outlined the timetable which would include further consultation on the Commission's final recommendations in the New Year. He concluded by commending the detailed work of the officers in analysing various proposals and producing related maps and electorate forecasts.

Two Members suggested that the Commission could be requested to reconsider its initial decision on the Council size of 55 councillors. Officers explained that while the Commission had indicated it was "minded to" recommend that figure, it structured its electoral reviews on the basis of sequential phases and the current phase on warding arrangements invited submissions based on the Council size of 55 councillors; any variation in the Council size figure would therefore require the re-casting of all warding proposals. Nevertheless, representations could still be made on Council size since the Commission's "final recommendations" would not be published before 8 January 2019. Another Member stated that it would be important to place on record the Committee's concerns that residents would be disadvantaged by such a reduction in the number of their local elected representatives.

In response to a question as to whether it was appropriate for a decision with such overt political implications to be made by a Council committee, it was confirmed that the Committee had delegated authority to determine the Council's view on electoral arrangements. Officers explained that there had been many discussions with representatives of the political groups during which a number of proposals had been examined. The two options outlined in the report had emerged to be taken forward and each of the political groups had been invited to submit a proposal for consideration by the Committee.

In response to a question, an officer outlined the differences between the two options in the report, referring to variations affecting five wards to the east of the Borough.

In discussing the report, Members made the following proposals:

- (a) that the Committee should pass a resolution whereby the Council would request the Commission to reconsider its view on the appropriate Council size and to agree to retaining the current number of 63 councillors for Harrow Borough;
- (b) that Option 2, as set out in the report, be adopted as the Council's submission on warding arrangements.

Having been put to the vote, it was

RESOLVED: That

- (1) Option 2, as set out in the report and appendices, be approved as the Council's submission on warding arrangements and be sent to the Local Government Boundary Commission for England as part of the current electoral review of the Borough;
- (2) the Director of Legal and Governance Services be authorised to make any necessary minor drafting amendments and adjustments to electorate forecast figures to ensure that the Council's submission was accurate;
- (3) the Director of Legal and Governance Services be authorised to submit proposed ward names to the Local Government Boundary Commission for England should there be agreement between the two political groups on the Council on this matter;
- (4) the Director of Legal and Governance Services convene a special meeting of the Committee or report on the question of ward names to full Council (29 November 2018) should there not be agreement between the two political groups on the Council on this matter; and
- (5) the Local Government Boundary Commission for England be requested to reconsider its view on the appropriate Council size and to agree to retaining the current number of 63 councillors for Harrow Borough.

[Note: Councillors Baxter, Halai, Hinkley, Jogia, Moshenson, Rabadia and Wright wished to be recorded as having voted against the resolutions in (1) and (3) above.]

(Note: The meeting, having commenced at 7.00 pm, closed at 7.25 pm).

(Signed) COUNCILLOR NATASHA PROCTOR
Chair

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**REPORT FOR: LICENSING AND GENERAL
PURPOSES COMMITTEE**

Date of Meeting:	6 February 2019
Subject:	Review of Polling Districts and Polling Places
Responsible Officer:	Hugh Peart Director of Legal and Governance Services
Exempt:	No
Wards affected:	All wards
Enclosures:	Appendix 1 – Proposed Terms of Reference

Section 1 – Summary and Recommendations

This report sets out the proposal for review of Harrow's polling districts and polling places in accordance with legislation.

Recommendations:

The Committee is requested to agree:

1. To establish a Review Working Group to undertake the review of the polling districts and polling places in Harrow;
2. The appointment of 5 Members (3 Labour, 2 Conservative) to the Review Working Group the Members being nominated by the Group Leaders;

3. That if the nominated member is unable to attend any meeting, a substitute can attend in place of that member;
4. The additional appointment of one non-voting co-opted representative from Harrow East or Harrow West Labour Party and one Harrow East or Harrow West Conservatives to the Review Working Group; and
5. Agree the terms of reference of the Review Working Group set out at Appendix 1.

Section 2 – Report

2.1 Background

Section 18C of The Representation of the People Act 1983 (as amended) and the Electoral Administration Act 2006 requires the London Borough of Harrow to review its polling district and polling places. It also provides that as Harrow undertook its last review in 2014, it must commence and complete a polling district and polling places review by 31 January 2020.

The Committee will be aware that the Local Government Boundary Commission for England (LGBCE) are currently undertaking an electoral review of the borough of Harrow. The proposals from the LGBCE will come into effect for the Local Elections in May 2022 and once approved a further polling district review will be required. In the meantime and in accordance with the legislation, a polling district review is required to be held for the current arrangements.

2.2 The Review

The purpose of the review is to ensure that:

- (1) All electors have reasonable facilities for voting as are practicable in the circumstances; and
- (2) So far as is reasonable and practicable that the polling places are accessible to all electors (including disabled persons) having regard to the accessibility needs of disabled persons.

In undertaking the review:

- (1) A notice of the holding of the review must be published;
- (2) The authority must consult the Returning Officer for every parliamentary election held in a constituency that is wholly or partly within its area;
- (3) The Returning Officer must make representations to the authority as to the location of existing and proposed polling stations within existing and proposed polling places;
- (4) The Returning Officer's representations must be published 30 days after receipt;
- (5) The authority must seek representations and comments on the Returning Officer's representations from:
 - (a) Persons with expertise in relation to access to premises and facilities for persons with different forms of disability; and
 - (b) Any elector;
- (6) On completion of the review the authority must:
 - (a) Give reasons for its decisions in the review; and
 - (b) Publish such information.

2.3 Proposal

This Committee has the following responsibilities:

“To keep under review and to determine the arrangement for the holding of elections and any referendums within the Borough and to initiate or respond to any proposal to the change of ward, constituency or Borough boundaries”

Based on previous reviews it is proposed that this should be undertaken by a cross-party Working Group with a membership of 5 (3 Labour, 2 Conservative). The members to be nominated by the Group Leaders.

The proposed terms of reference for the Review Working Group is set out in Appendix 1. The conclusions of the Review Working Group would be reported back to the Committee for approval.

2.4 Timetable

The draft timetable relating to the review is as follows:

February/March 2019	Notice of Review
April-May 2019	End of Consultation
May-June 2019	Meeting(s) of Working Group to consider representations
July 2019	Report from Working Group to Licensing & General Purposes Committee

In line with the above timetable all current arrangements, including maps of the existing polling district boundaries and locations of polling stations, will be available on the Council's website.

Financial Implications

All costs associated with the review will be met from within the current resources.

Risk Management Implications

See separate guidance notes

Risk included on Directorate risk register? Yes

Separate risk register in place? No

Equalities implications

Was an Equality Impact Assessment carried out? No

If no, state why an EqIA was not carried out below:

An EqIA will be conducted to inform the Review process.

Council Priorities

The proposed review will support all of the Council's Corporate Priorities by seeking to ensure that all of its polling districts, places and stations are appropriate for elections held within the borough. Elections provide residents with the opportunity to vote for democratically elected representatives who provide the political leadership for the Corporate Priorities and Harrow's Ambition Plan.

Section 3 - Statutory Officer Clearance

Name: Dawn Calvert	<input checked="" type="checkbox"/>	Chief Financial Officer
Date: 28 January 2019		
Name: Hugh Peart	<input checked="" type="checkbox"/>	Monitoring Officer
Date: 25 January 2019		

Ward Councillors notified:	NO
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Section 4 - Contact Details and Background Papers

Contact: Elaine McEachron, Democratic, Electoral and Registration Services Manager, elaine.mceachron@harrow.gov.uk , 020 8424 1097

Background Papers: None

If appropriate, does the report include the following considerations?

1.	Consultation	YES
2.	Priorities	N/A

APPENDIX 1

Proposed Terms of Reference

Review of Polling Districts and Places Working Group

- (1) To consult the Returning Officer for every parliamentary election held in the borough or constituency, which is wholly, or partly in its area on the facilities for voting and the accessibility of polling places to all electors (including disabled persons);
- (2) To consider representations made by the Returning Officer as to the location of existing and proposed polling stations, within the existing and proposed polling places;
- (3) To consider all representations made on the review and any comments received on the Returning Officer's representations;
- (4) To make recommendations on the proposed review to the Licensing and General Purposes Committee.