



## General Purposes Committee

(agenda republished on 3 November 21)

### **Monday 8 November 2021 to be held on the rising of the preceding Cabinet meeting**

Conference Hall - Brent Civic Centre, Engineers Way, Wembley, HA9 0FJ

Please note that this meeting will be held as a socially distanced physical meeting with all members of the Committee therefore required to attend in person.

Guidance on the safe delivery of face-to-face meetings is included at the end of the agenda front sheet.

**Due to current restrictions and limits on the socially distanced venue capacity, any members of the press and public wishing to attend this meeting are encouraged to do so via the live webcast. The link to attend the meeting is available [HERE](#)**

### **Membership:**

#### **Members**

Councillors:

M Butt (Chair)  
McLennan (Vice-Chair)  
Colwill  
Farah  
Nerva  
M Patel  
Krupa Sheth  
Tatler

#### **Substitute Members**

Councillors:

Afzal, S Choudhary, Dixon, Kabir, Knight, Southwood and Stephens

Councillors:

Kansagra and Maurice

**For further information contact:** Rashella Rapley Governance Officer  
Tel: 07436 704037, Email: [Rashella.Rapley@brent.gov.uk](mailto:Rashella.Rapley@brent.gov.uk)

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**[www.brent.gov.uk/committees](http://www.brent.gov.uk/committees)**

### **Notes for Members - Declarations of Interest:**

If a Member is aware they have a Disclosable Pecuniary Interest\* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest\*\* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also significant enough to affect your judgement of a public interest and either it affects a financial position or relates to a regulatory matter then after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

### **\*Disclosable Pecuniary Interests:**

- (a) **Employment, etc.** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect of expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences** - Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

### **\*\*Personal Interests:**

The business relates to or affects:

- (a) Anybody of which you are a member or in a position of general control or management, and:
  - To which you are appointed by the council;
  - which exercises functions of a public nature;
  - which is directed is to charitable purposes;
  - whose principal purposes include the influence of public opinion or policy (including a political party or trade union).
- (b) The interests of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;

or

A decision in relation to that business might reasonably be regarded as affecting the well-being or financial position of:

- You yourself;
- a member of your family or your friend or any person with whom you have a close association or any person or body who is the subject of a registrable personal interest.

# Agenda

Introductions, if appropriate.

Item	Page
<b>1 Apologies for absence and clarification of alternate members</b>	
<b>2 Declarations of interests</b>	
Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in the items on this agenda and to specify the item(s) to which they relate.	
<b>3 Deputations (if any)</b>	
To hear any deputations received from members of the public in accordance with Standing Order 67.	
<b>4 Minutes of the previous meeting</b>	1 - 4
To approve the minutes of the previous meeting held on Monday 13 September 2021 as a correct record.	
<b>5 Matters arising (if any)</b>	
To consider any matters arising from the minutes of the previous meeting.	
<b>6 Review of Polling Districts, Polling Places and Polling Stations</b>	5 - 56
In accordance with the Representation of the People Act 1983 (as amended by the Electoral Administration Act 2006) and the Electoral Registration and Administration Act 2013, this report sets out the outcome of a review of the local authority's polling districts and polling places.	
(Agenda republished on 3 November 21 to include updated versions of the cover report and maps included within Appendix E of the report)	
<b>Ward Affected:</b> All wards	<b>Contact Officer:</b> Katie Smith, Head of Executive & Members Services Tel: 020 8937 1399 Email: <a href="mailto:Katie.Smith@brent.gov.uk">Katie.Smith@brent.gov.uk</a>
<b>7 Additional Bank Holiday</b>	57 - 58

This report provides the Committee with a proposal to recognise 24<sup>th</sup> December 2021 as an additional bank holiday for staff.

**Ward Affected:**  
All wards

**Contact Officer:** Martin Williams, Head of  
Human Resources  
Tel: 020 8937 3209  
Email: [Martin.Williams@brent.gov.uk](mailto:Martin.Williams@brent.gov.uk)

## **8 Recruitment and Retention of Social Workers - Children & Young People 59 - 68**

To provide a further update to the Committee on the impact of the decision in October 2018, to introduce recruitment and retention initiatives to key social work roles within the Children and Young People's (CYP) department. The report also provides information about the current position regarding social work staff retention within the department.

**Ward Affected:**  
All wards

**Contact Officer:** Nigel Chapman, Operational  
Director Integration and Improved Outcomes  
Tel: 020 8937 4456  
Email: [Nigel.Chapman@brent.gov.uk](mailto:Nigel.Chapman@brent.gov.uk)

## **9 Pension Agreement - Greater London Authority and Inner London Education Authority 69 - 118**

This report sets out a proposed agreement between the Council and the London Pension Fund Authority (LPFA) in respect of funding the historical pension liabilities of Greater London Council (GLC) and the Inner London Education Authority (ILEA).

**Ward Affected:**  
All wards

**Contact Officer:** Minesh Patel, Director of  
Finance  
Tel: 020 8937 4043  
Email: [Minesh.Patel@brent.gov.uk](mailto:Minesh.Patel@brent.gov.uk)

## **10 Appointments to Sub-Committees / Outside Bodies**

To consider any appointments needing to be made in relation to the Sub Committees appointed by the General Purposes Committee.

## **11 Exclusion of Press and Public**

The following item is not for publication as it relates to the following category of exempt information set out below as specified under Part 1, Schedule 12A of the Local Government Act 1972:

Agenda Item 9: Pensions Agreement – Greater London Council and

Inner London Education Authority Purchase:  
Appendix 1 (LPFA Pension Agreement) - classified  
as exempt under Para 3 of Schedule 12A:  
“Information relating to the financial or business  
affairs of any particular person (including the authority  
holding that information)”.

## 12 Any other urgent business

Notice of items to be raised under this heading must be given in writing to the Head of Executive and Member Services or her representative before the meeting in accordance with Standing Order 60.

**Date of the next meeting: Monday 6 December 2021**

### **Guidance on the delivery of safe meetings at The Drum, Brent Civic Centre**

- We have revised the capacities and floor plans for event spaces to ensure they are Covid-19 compliant and meet the current social distancing guidelines.
- Attendees will need to maintain the necessary social distancing at all times.
- Signage and reminders, including floor markers for social distancing and one-way flow systems are present throughout The Drum and need to be followed.
- Please note the Civic Centre visitor lifts will have reduced capacity to help with social distancing.
- The use of face coverings is encouraged with hand sanitiser dispensers located at the main entrance to The Drum and within each meeting room.
- Those attending meetings are asked to scan the coronavirus NHS QR code for The Drum upon entry. Posters of the QR code are located in front of the main Drum entrance and outside each boardroom.
- Although not required, should anyone attending wish to do book a lateral flow test in advance these are also available at the Civic Centre and can be booked via the following link:  
<https://www.brent.gov.uk/yourcommunity/coronavirus/covid-19-testing/if-you-dont-have-symptoms/>

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## LONDON BOROUGH OF BRENT

### MINUTES OF THE GENERAL PURPOSES COMMITTEE

Held in the Conference Hall, Brent Civic Centre on Monday 13 September 2021 at 9:30am

PRESENT: Councillor M Butt (Chair), Councillor McLennan (Vice-Chair) and Councillors Kansagra, Mili Patel, Nerva, Krupa Sheth and Tatler.

#### 1. Apologies for absence and clarification of alternate members

Apologies for absence were received from Councillor Colwill with Councillor Kansagra in attendance as a substitute member.

#### 2. Declarations of interests

There were no declarations of interests made by Members.

#### 3. Deputations (if any)

There were no deputations received.

#### 4. Minutes of the previous meeting

**RESOLVED** that the minutes of the previous meeting held on Monday 24 May 2021 be approved as an accurate record.

#### 5. Matters arising (if any)

There were no matters arising.

#### 6. Stopping Up Order – Granville Road. (Peel Precinct Site).

Nicolaas Potgieter (Highways & Infrastructure), introduced the report from the Strategic Director, Regeneration and Environment seeking approval for authorisation to make a Stopping Up Order for two areas of public highway that lie to the north and west of Granville Road and to the south of Princess Road, within the South Kilburn Estate for a phased development (Peel Precinct) under Section 247 of the Town and Country Planning Act 1990 (TCPA 1990).

Members noted that the Order was required to enable completion of the phased development at the site, which consists of the demolition of building number two Canterbury Road, numbers one to seven and fifteen to thirty-three Peel Precinct, numbers eight to fourteen Neville Close and the erection of seven buildings, associated landscaping, highways and public realm improvements (including new public space and market square), private open space, associated car parking, cycle parking and servicing provision.

Members welcomed the development of Peel Precinct as part of the phased development within the South Kilburn Estate which it was noted would provide a mixture of housing, retail, health and commercial uses and increase in on-site affordable housing and additional commercial space.

As no further issues were raised it was **RESOLVED** to:

- (1) Note that the draft Stopping Up Order had been advertised in accordance with the requirements of Section 247 TCPA 1990 and that in response to the consultation, eleven consultees had informed the Council that they had either no objections or no record of apparatus in the immediate vicinity of our enquiry.
- (2) Note that all the responses received during the statutory consultation had been considered and resolved by the appointed consultants and the Estate Regeneration Team.
- (3) Approve the making of the Stopping Up Order and that a notice of making be advertised.

## **7. Appointments to Sub-Committees/Outside Bodies**

Ravindar Jassar (Deputy Director of Finance) introduced the item seeking approval to the appointment of an employer (Non Brent Council) member to fill a vacancy on the Pension Board.

In considering the item, Members noted the recruitment process, which had been undertaken and as a result, it was **RESOLVED** to approve the appointment of Sunil Gandhi (Wembley Multi Academy Trust) to fill the vacancy on the Pension Board of an Employer (Non Brent Council) Member for a two-year term of office.

### **BRENT PENSION BOARD**

#### **FULL MEMBERS:**

**DAVID EWART (C)  
CRANE  
KABIR**

**INDEPENDENT CHAIR  
LABOUR  
LABOUR**

**CHRIS BALA  
BOLA GEORGE  
ROBERT WHEELER  
SUNIL GANDHI**

**PENSION SCHEME MEMBER  
TRADE UNION (UNISON) MEMBER  
TRADE UNION (GMB) MEMBER  
EMPLOYER MEMBER (NON-BRENT  
COUNCIL)**

#### **SUBSTITUTE MEMBERS:**

No provision is include within the Boards Terms of Reference for substitute members.

## **8. Exclusion of Press and Public**



There were no items that required the exclusion of the press or public.


**9. Any other urgent business**

None

The meeting closed at 09:36

COUNCILLOR MUHAMMED BUTT  
Chair

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	<b>General Purposes Committee</b> 8 November 2021
	<b>Report from the Chief Executive and (Acting) Returning Officer</b>
<b>Review of Polling Districts, Polling Places and Polling Stations</b>	

<b>Wards Affected:</b>	All
<b>Key or Non-Key Decision:</b>	N/A
<b>Open or Part/Fully Exempt:</b> (If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)	Open
<b>No. of Appendices:</b>	Five: Appendix A: (Acting) Returning Officer Recommendations Appendix B: Comments Received in Response to the Consultation Appendix C: Demographics of Consultees Appendix D: Ward Representation Outlined by the LGBCE Appendix E: Maps Outlining Existing and Proposed Arrangements
<b>Background Papers:</b>	None
<b>Contact Officer(s):</b> (Name, Title, Contact Details)	Katie Smith Head of Executive & Member Services Tel: 020 8937 1399 <a href="mailto:Katie.smith@brent.gov.uk">Katie.smith@brent.gov.uk</a>

## 1.0 Purpose of the Report

- 1.1 In accordance with the Representation of the People Act 1983 (as amended by the Electoral Administration Act 2006) and the Electoral Registration and Administration Act 2013, Brent Council is undertaking a review of the local authority's polling districts and polling places. The Acts require that the local authority consults widely before reaching a decision on its preferred electoral arrangements. In addition, the (Acting) Returning Officer for each constituency is required to submit their own proposals for future electoral arrangements. What follows are the proposals for the London Borough of Brent and the three

Brent wards of Hampstead and Kilburn constituency. The Chief Executive for Camden Council is the (Acting) Returning Officer for that constituency and has been consulted on the polling arrangements for the relevant area.

## **2.0 Recommendations**

That the General Purposes Committee agree:

- (i) The proposed changes to polling district boundaries and location of polling places as set out in section 6 below and Appendix A.
- (ii) To delegate to the (Acting) Returning Officer authority to approve an alternative polling place in the event that any polling place becomes unavailable or is found to be unsuitable in the run up to an election, and to make this change on a permanent basis following the election.

## **3.0 Background**

3.1 The Local Government Boundary Commission for England (LGBCE) has undertaken a review of the electoral wards of Brent and made the following recommendations:

- Brent will be represented by 57 ward councillors, six fewer than under the current arrangements.
- Brent will have 22 wards, one more than under the current arrangements.
- The boundaries of all wards other than Kilburn have changed.

3.2 The new arrangements will come into force for the local government elections on Thursday 5 May 2022.

3.3 The London Borough of Brent (Electoral Changes) Order 2020 was made by Parliament on 28 January 2020 implementing the changes. As a result of the changes, the council needs to carry out a review of all the polling districts and polling places in the borough.

3.4 It should also be noted that this review is only concerned with the internal polling district boundaries. The ward boundaries have been ratified by Parliament and cannot be changed.

## **4.0 Detail**

4.1 The Representation of the People Act 1983 (as amended by the Electoral Administration Act 2006) and the Electoral Registration and Administration Act 2013 requires each electoral registration authority in England, Scotland and Wales to carry out a review of both its polling district boundaries and its polling places every five years from 2013. Reviews may be undertaken at other times and a review is currently being undertaken in view of the changes to the

electoral ward boundaries in the borough. Members are asked to make a decision on new electoral arrangements in time for any changes to be incorporated into the Revised Register for Brent being republished on 1 January 2022.

4.2 Polling districts, polling places and polling stations are defined as follows:

A **polling district** is a geographical sub-division of an electoral area, i.e. a UK Parliamentary constituency, a European Parliamentary electoral region, a ward or an electoral division.

A **polling place** is a geographical area in which a polling station is located. However, as there is no legal definition of what a polling place is, the geographical area usually defined as the premises inside which voting takes place.

A **polling station** is the actual area where the process of voting takes place, and must be located within the polling place designated for the particular polling district. There may be more than one polling station in a polling place.

In accordance with Electoral Commission guidance, no more than 2,500 electors should be allocated to a polling station.

4.3 The Council is required to give notice of the review and to consult with interested parties, including organisations with a particular interest and expertise in advising on access to buildings for people with different types of disability.

## 5.0 Summary of Consultation Responses

5.1 Brent Council ran a wide consultation exercise seeking responses to its proposals and suggestions for new polling places where required. The consultation period ran from 25 August to 15 October 2021. Details of the consultation were sent to all elected members of the Council and to local MPs. All existing and proposed polling stations were contacted as well as Brent's Disability Forum members and a wide list of locally-based disability groups and charities. In addition, the consultation was publicised through the Council's consultation portal. The (Acting) Returning Officer for the London Borough of Camden, who is responsible for the Hampstead and Kilburn parliamentary constituency, was also invited to comment on the proposal and agreed with the suggested boundaries and stations for the relevant polling districts.

5.2 During the seven and a half weeks of consultation, a total of 76 people responded. Sixty-seven of these responses were received via the consultation portal, one person posted a paper copy of their response to the Electoral Services Team, and eight responses were received through email.

5.3 Out of the 76 participants, 62 were Brent residents, seven were ward councillors, five were existing or proposed polling stations, and the remainder did not specify. Appendix B sets out the detailed comments that were received

throughout the consultation period. Appendix C sets out more detail on the demographics of respondents who commented on the polling places and districts.

- 5.4 We asked the respondents to the survey to comment on the proposed polling district boundaries. There were no substantive comments received in relation to the boundaries. We also asked the respondents in the survey to comment on the proposed polling places/stations. Out of the 76 participants, 12 respondents commented on Brent's usage of schools as polling stations. Five people supported our use of libraries instead of schools, three additional people wrote that we should use fewer schools where possible, and another four people commented specifically about Anson Primary School, asking that we should limit our usage of that school.

## **6.0 Proposed Changes to Polling District Boundaries and Location of Polling Places**

- 6.1 In summary:

- Changes to polling district boundaries have been proposed in relation to all 22 wards.
- 95 polling places will be required under the new arrangements in 2022, compared to 103 for the GLA Election.
- 81 polling places will remain the same.
- 14 new polling places have been suggested.
- It is proposed that 21 existing polling stations will not be used. These include nine schools and five temporary polling stations (portacabins).

- 6.2 The proposals to change polling places reflect comments received in the consultation, particularly in relation to the request to reduce the use of schools, and the need to ensure that the new polling districts are served by polling stations which are accessible. The changes are also a result of the reduction in the overall number of polling places required (from 103 to 95 in total) which is a reflection of the boundary changes, and the move to wards with fewer polling districts under the new arrangements.

- 6.3 Maps for each ward showing the existing and the proposed new arrangements in relation to polling district boundaries and location of polling places are shown at Appendix E. The notations used on the maps for the new wards and proposed polling district relate to the ward name and polling district number. For example AL1 is Alperton polling district 1, HK1 is Harlesden and Kensal Rise polling district 1.

The proposed changes are shown on each map and are summarised here (and at Appendix A):

- 6.4 **Alperton ward:**

The new ward is made up of the existing NAL1, NAL3, NAL4 polling districts, it also includes part of NAL2 and a small portion of CST5.

There is a large amount of development in this area, which has been taken into account.

We are proposing that Abbey Estate Community Centre and the Nursery Building at Lyon Park Primary School are both replaced by St George: Grand Union. This new polling place located in AL4 will serve for both the AL3 and AL4 polling districts.

No other changes are proposed for the remainder of polling places in the Alperton ward.

#### **6.5 Barnhill ward:**

The new ward is made up of the existing NBA3, NBA5 and NBA6 polling districts and the majority of the NBA4 polling district.

We propose to move the boundary between the existing BA3 and BA4 to the rear property lines of Barn Hill incorporating all electors to the east of the current boundary into BA1.

- The Parish Hall is large enough to take in the additional electors.
- This would reduce the numbers in BA4 to only require a single temporary polling station on Kings Drive. This would also reduce the number of people having to travel up the hill on Kings Drive.

No changes are proposed for the polling places in the Barnhill ward.

#### **6.6 Brondesbury Park ward:**

The new ward is made up of the majority of the old ward, with the exception of minor changes to HBP1 and HBP3.

BP1: The Library at Willesden Green falls outside of the ward; however, this is also the case under the current arrangements.

We do not propose any changes to the existing polling places in this ward.

#### **6.7 Cricklewood & Mapesbury ward:**

The new ward takes in the existing polling districts for the old Mapesbury Ward with the exception of CMA3.

CMA3 now falls within the Willesden Green ward.

CM2: Anson Primary School has requested we seek an alternative polling place. We propose to replace Anson Primary School with Cricklewood Baptist Church Hall.

No other changes are proposed for the remainder of polling places in the Cricklewood & Mapesbury ward.

#### **6.8 Dollis Hill ward:**

The new ward takes in the entirety of the old Dollis Hill Ward and polling districts CDU1, CDU2 and CWH6.

Although the polling places for DH3 and DH4 appear to be very close to each other, due to way the entrance is configured for Braintcroft School in DH3, the distance is too great to merge the polling districts.

We propose merging the existing polling districts CWH6 and CDU2, so the temporary polling station in Crispian Close car park would no longer be required.

No other changes are proposed for the remainder of polling places in the Dollis Hill ward

#### **6.9 Harlesden and Kensal Rise ward:**

The new ward takes in the entirety of CKG1-5, CHA4, the majority of CHA5 and 142 properties of CHA2.

We are not proposing any changes to the existing polling places in this ward.

#### **6.10 Kenton ward:**

The new ward is made up of the existing NNP1, NKE2, NKE3, NKE4, KE5, NBA1 and NBA2 polling districts. It also includes the majority of NKE1.

Polling districts NKE1 and NKE2 were merged to create the new KE5 polling district.

Polling districts NBA1 and NBA2 were merged to create the new KE6 polling district.

For KE2, Haridam Temple, a previous polling station, was investigated, but is currently unavailable. We will therefore remain in the Hut outside of the Masonic Lodge.

For KE5 – Both Claremont High School and Lindsay Park Baptist Church Hall were used in the existing NKE1 and NKE2 polling districts. With the merging of the two polling districts to form the new KE5 polling district, we will only be using Lindsay Park Baptist Church Hall.

No other changes are proposed for the remainder of polling places in the Kenton ward.

#### **6.11 Kilburn ward:**



Polling districts HKI2 and HKI3 were merged to create the new KI2 district.

The boundary between the existing HKI4 and HKI5 has been moved to Carlton Vale.

We are not proposing any changes to the existing polling places in this ward.

#### **6.12 Kingsbury ward:**

The existing NFR1 and NFR2 have been merged and Father O'Callaghan Centre will be used as the polling place for KY2.

The existing NFR5 and NFR7 districts have also been merged to create the new KY3 district. No change to the existing polling place (Oliver Goldsmith Primary School) is proposed.

The Village School is proposed as the polling place for the KY1 district.

#### **6.13 Northwick Park ward:**

The new ward is comprised of the existing NNP2, NNP3, NNP4, NNP5 and NNP6, it also takes in a small segment of NSU4.

NP3: A number of potential polling places have been investigated but were found unsuitable or unavailable. We will therefore use the North Wembley Community Seventh-day Adventist Church.

NP1: The Northwick Park Social Club is no longer available. In the May 2021 polls we used the Northwick Park Sports Pavilion and are proposing to remain there for future elections.

No other changes are proposed for the remainder of polling places in the Northwick Park ward.

#### **6.14 Preston ward:**

The new ward takes in the existing NPR1, NPR2 and NPR3 polling districts along with 51 properties formerly in NPR4.

The properties from NPR4 were merged into NPR2 to create the new NPR2 district.

PR2: The Century Bowling and Social Club, Logan Road is proposed as a replacement to the Hut on Pellat Road. The location has parking for staff and voters as well as disabled access on the ground level, toilets and kitchen facilities

No other changes are proposed for the remainder of the Preston ward.

#### **6.15 Queens Park ward:**

The new ward takes in all of the existing polling districts for the old Queen's Park ward (HQP1-5) and the entirety of CKG6.

HQP3 and HQP5 have been merged to create QP3. Both HQP3 and HQP5 used Ark Franklin Academy as the polling place.

QP1: The existing CKG6 and HQP2 have been merged to create the new QP1 district. Kensal Rise library falls within the new QP1 district and we therefore propose to use this as the new polling place (instead of Princess Frederica Primary School).

QP3: We propose to use the Moberly Sports Centre as a replacement for Ark Franklin School. It should be noted that wheelchair access to Moberly Sports Centre is via a lift.

QP4: We propose to use Kilburn Library as a replacement for Salusbury Primary School.

No change is proposed for the remaining polling district QP2.

#### **6.16 Queensbury ward:**

The new ward is made up of the existing NQY1, NQY3, NQY4 and also takes in parts of NQY2, NKE1, NFR3 and NFR4.

The existing polling districts NKE1, NFR3 and NFR4 have been merged to create QY5. Kingsbury Library Plus to be used as the polling place.

The existing polling districts NQY3 and NQY4 have been merged to create the new QY4 polling district. White Cross Hall to be used as the polling place.

The boundary between the existing NQY1 and NQY2 has been moved to Waltham Drive/Wimbourne Drive for the new QY1 and QY2 districts.

QY2: We propose that we remain at the Hut outside the Arch Climbing Wall.

No other changes are proposed for the remainder of polling places in the Queensbury ward.

#### **6.17 Roundwood ward:**

The new ward takes in the existing CHA1, CHA3 and CDU4 polling districts, it also takes in the majority of CHA2 and CWG3 and a small part of CWG1.

Parts of CWG1 has been merged with CDU4 to create the new RW4 polling district.

RW4: Since the last polling district review, we have moved from a temporary polling station in the car park of St Mary's Church into the church itself. This worked satisfactorily and we are therefore propose this arrangement remains in place.

No other changes are proposed for the remainder of polling places in the Roundwood ward.

#### **6.18 Stonebridge ward:**

The new Ward is made up of the majority of the existing Ward. A small portion of CST6 has been moved into Alperton.

The existing CST1 is cut off from the remainder of the Ward by the North Circular so no changes can be made.

The existing CST2, although small, is also cut off by the North Circular. The alternative way of accessing the remainder of the Ward would require leaving the ward so no changes can be made.

The existing CST6 although small is mainly made up of an industrial site. There are no buildings within the district that are suitable and the current polling place is located in LB Ealing.

The boundary between CST4 and CST5 has been moved to the A404 (Brentfield/Hillside) with the exception of West End Close which would remain in CST5.

We are not proposing any changes to the existing polling places in this ward.

#### **6.19 Sudbury ward:**

The new ward is made up of the existing NSU1, NSU2 polling districts. It also contains the majority of NSU4 and part of both NSU3 and NSU5.

The LNER Sports & Social club, an existing polling place, would be used for the new SU1 polling district.

SU2: We are proposing to use Sudbury Methodist Church as the polling place for SU2

SU3: We are proposing to use the Shree Jalaram Jyot Mandir Temple Hall instead of Vale Farm Sports Centre as the polling place in this district. This is because Vale Farm is lift only access for wheelchair users. The Shree Jalaram Jyot Mandir Temple Hall is wheelchair accessible as it is located on the ground floor.

SU2 – With the merging of the former NSU1 and NSU3 polling district, the new SU2 district had a number of locations that could be used as a polling place. Sudbury Methodist Church is the proposed polling place for the district as it is located in the middle of the ward, making it accessible to all residents within the district.

No changes are proposed for polling district SU1.

**6.20 Tokyngton ward:**

The new ward comprises of CTO3, CTO4 and CTO5. A small portion of NWC1 and NAL2 are also included however, they have no residential properties.

We are not proposing any changes to the existing polling places in this ward.

**6.21 Welsh Harp ward:**

The new ward comprises the entirety of the old Welsh Harp Ward with the addition of NFR6 and portions of NFR4 and NBA4.

The polling districts NBA4, CWH1 and CWH3 were merged to create the new WA4 polling district.

The polling districts NFR4 and NFR6 were merged to create the new WA1 polling district. WA1 will use the Fryent Primary School as the polling place.

We are not proposing any changes to the existing polling places in this ward.

**6.22 Wembley Central ward:**

The new ward is made up of the existing NWC2, NWC3, NWC4 polling districts and parts of NAL2, NSU3 and NSU5.

WC3: Although it falls just outside of the polling district, we are proposing to use Ealing Road Library.

No other changes are proposed for the remainder of polling places in the Wembley Central ward.

**6.23 Wembley Hill ward:**

The new ward takes in the majority of the existing polling districts for NPR4, NWC1 and half of CTO2.

WH2: We propose using Park Lane Methodist Church Hall as the polling place for this new polling district. The Church has disabled access on the ground level, with toilet and kitchen facilities.

No other changes are proposed for the remainder of polling places in the Wembley Hill ward.

**6.24 Wembley Park ward:**

The new ward takes in the existing CTO1 and part of CTO2.

We propose to use Brent Civic Centre as the polling place for the two polling stations in this ward.

## **6.25 Willesden Green ward:**

The new ward comprises of WN1, WN2, WN3, WN4. CDU5 and CMA3 have been merged to create the new WN3. CWG2, along with a small portion of CWG3 are now the new WN4.

WN1 is made up of a large portion of CWG1 and a small portion of CWG3. CDU3 has become the new WN2.

We are not proposing any changes to the existing polling places in this ward.

## **7.0 Financial Implications**

- 7.1 The cost of Council elections and by-elections is met by the local authority. For all other elections, funding is provided either by the government or the Greater London Authority.
- 7.2 Any increase in the number of polling stations would incur additional costs in terms of building hire, equipment and polling station staff. The cost incurred from using Council maintained buildings is limited to covering heating, lighting and cleaning costs. These costs are met by the Council only when used for Council elections or by-elections.

## **8.0 Legal Implications**

- 8.1 Section 18C of the Representation of the People Act (RPA) 1983 (as amended) requires the Council to carry out a review of polling districts and polling places in its area within a period of 16 months of 1 October 2013 and then within a period of 16 months from the 1 October of every fifth year after that. The council may undertake reviews at other time, but in doing so must follow the same process as for a compulsory review in accordance with Schedule A1 of the RPA. This requires the Council to publish its proposals and consult and seek representations from certain prescribed people. Electors may also make representations.
- 8.2 Once the review is completed the Council must publish its decision together with correspondence and representations made in relation to the review and other prescribed information.
- 8.3 Section 18B of the RPA requires that local authorities designate the polling places within their Parliamentary constituencies. Under RPA, Returning Officers have the right to use certain public buildings (including schools that receive public funds) for use as polling stations at elections. Section 18B (4) of the RPA states that in conducting a review of polling places the authority:
  - a) seek to ensure that all the electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances
  - b) seek to ensure that so far as is reasonable and practicable, the polling places they are responsible for are accessible to all electors, including those who are disabled, and when considering the designation of a polling place, must have regard to the accessibility need by disabled persons.

In addition, the polling place for a polling district must be within the area of the district unless circumstances make it desirable to designate an area either wholly or partly outside of the district.

## **9.0 Equality Implications**

- 9.1 The public sector equality duty, as set out in section 149 of the Equality Act 2010, requires the Council, when exercising its functions, to have “due regard” to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act, to advance equality of opportunity and foster good relations between those who have a “protected characteristic” and those who do not share that protected characteristic. The protected characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.
- 9.2 Having due regard involves the need to enquire into whether and how a proposed decision disproportionately affects people with a protected characteristic and the need to consider taking steps to meet the needs of persons who share a protected characteristic that are different from the needs of persons who do not share it. This includes removing or minimising disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic.
- 9.3 There is no prescribed manner in which the council must exercise its public sector equality duty but having an adequate evidence base for its decision is necessary. The Electoral Commission have issued guidance in respect of accessibility of polling places.
- 9.4 The purpose of the review is to ensure that no elector is discouraged from voting because of any inconvenience placed in his or her way by the choice of polling station location in their area. The accessibility of premises for all electors is taken into consideration as a matter of normal procedure.

## **10.0 Consultation with ward and stakeholders**

- 10.1 As outlined above, the consultation period ran from 25<sup>th</sup> August to 15<sup>th</sup> October 2021. Details of the consultation were sent to all members of the Council, to local MPs, and all existing and proposed polling stations. In addition, the consultation was publicised to residents through the Council’s consultation portal, Brent’s Disability Forum members and a wide list of locally-based disability groups and charities.

## **11.0 Human Resources/Property Implications (if appropriate)**

- 11.1 There are no direct human resources or property implications.

Report sign off:

Carolyn Downs  
Chief Executive and (Acting) Returning Officer

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## Appendix A: (Acting) Returning Officer Recommendations

Ward	Polling district code	Polling station	Recommendation
Alperton	AL1	Church of God Prophecy	No change
Alperton	AL2	Alperton Baptist Church Hall	No change
Alperton	AL3	St George: Grand Union	Change – due to unsuitability of Abbey Estate Community Centre, propose St George: Grand Union which falls outside the polling district in AL4.
Alperton	AL4	St George: Grand Union	Change – replacing the Nursery Building at Lyon Park Primary School
Barnhill	BA1	The Parish Hall, Church of the Accession	No change
Barnhill	BA2	Hut outside 15 Kings Drive	No change
Barnhill	BA3	English Martyrs Church Hall	No change
Barnhill	BA4	Chalkhill Primary School, Nursery Unit	No change
Brondesbury Park	BP1	The Library at Willesden Green	No change
Brondesbury Park	BP2	Stember Hall Scouts Hut	No change
Brondesbury Park	BP3	Queens Park Community School	No change
Brondesbury Park	BP4	The Refectory, Christ Church with St Lawrence Brondesbury	No change
Brondesbury Park	BP5	Brondesbury Bowling Club	No change
Cricklewood & Mapesbury	CM1	Mora Primary School	No change
Cricklewood & Mapesbury	CM2	Cricklewood Baptist Church Hall	Change – propose that Cricklewood Baptist Church Hall replaces Anson Primary School
Cricklewood & Mapesbury	CM3	St Gabriel's Hall	No change
Cricklewood & Mapesbury	CM4	Watling Gardens Community Centre	No change
Dollis Hill	DH1	Northview School	No change (the temporary polling station at Crispian Close car park no longer required)
Dollis Hill	DH2	St Catherine's Church	No change
Dollis Hill	DH3	Braintcroft School	No change
Dollis Hill	DH4	Kingfisher Community Centre	No change
Dollis Hill	DH5	Our Lady of Grace RC Junior School	No change

Dollis Hill	DH6	Our Lady of Grace RC Infant School	No change
Harlesden & Kensal Green	HK1	Harlesden Primary School	No change
Harlesden & Kensal Green	HK2	John Keble Primary School	No change
Harlesden & Kensal Green	HK3	All Souls Church Hall	No change
Harlesden & Kensal Green	HK4	Furness Primary School	No change
Harlesden & Kensal Green	HK5	Newman Catholic College	No change
Harlesden & Kensal Green	HK6	St Mary's Church Hall	No change
Kenton	KE1	Hut opposite 86 Northwick Avenue	No change
Kenton	KE2	Hut in Harrow District Masonic Centre	No change
Kenton	KE3	Children's Centre, Mount Stewart School	No change
Kenton	KE4	Uxendon Manor Primary School	No change
Kenton	KE5	Lindsay Park Baptist Church	No change (Claremont High School no longer required)
Kenton	KE6	Preston & Mall Youth & Community Centre	No change
Kilburn	KI1	Christchurch (Brondesbury) CE School	No change
Kilburn	KI2	Kilburn Square Housing Co-Op	No change
Kilburn	KI3	The Hub at William Dunbar House	No change
Kilburn	KI4	Marian Community Centre	No change
Kingsbury	KY1	The Village School	Change - new polling district created with The Village School as the new polling station
Kingsbury	KY2	Father O'Callaghan Centre	No change
Kingsbury	KY3	Oliver Goldsmith Primary School	No change
Northwick Park	NP1	Northwick Park Sports Pavilion	Change – the Northwick Park Social Club is no longer available – propose using the Northwick Park Sports Pavilion as we did in May 2021.
Northwick Park	NP2	Byron Court Primary School	No change
Northwick Park	NP3	North Wembley Community Seventh-day Adventist Church	Change – propose replacing Sudbury Court Sports Club (Sudbury Court Pavilion) with North Wembley Community Seventh-day Adventist Church. North Wembley Community Seventh-day Adventist Church was used in the GLA May 2021 elections.
Northwick Park	NP4A	St Cuthbert's Church Hall	No change

Northwick Park	NP5	St George's Church Hall	No change
Preston	PR1	Preston Park Primary School	No change
Preston	PR2	Century Bowling & Sports Club	Change – propose replacing the existing polling station, the Hut at Pellat Road, with the Century Bowling & Sports Club
Preston	PR3	Wembley Christian Centre	No change
Queens Park	QP1	Kensal Rise Library	Change – The existing CKG6 and HQP2 have been merged to create the new QP1 district. Kensal Rise Library will become the new polling station, replacing Hazel Road Community Centre and Princess Frederica Primary School
Queens Park	QP2	Manor School	No change
Queens Park	QP3	Moberly Sports Centre	Change – propose that Moberly Sports Centre replaces Ark Franklin Academy
Queens Park	QP4	Kilburn Library	Change – propose that Kilburn Library replaces Salusbury Primary School.
Queensbury	QY1	Queensbury Methodist Church	No change
Queensbury	QY2	Hut outside the Arch Climbing Wall	No change
Queensbury	QY3	Roe Green Primary School	No change
Queensbury	QY4	White Cross Hall	No change
Queensbury	QY5	Kingsbury Library Plus	No change
Roundwood	RW1	Church End & Roundwood Unity Centre	No change
Roundwood	RW2	St Joseph's RC Primary School	No change
Roundwood	RW3	Leopold Primary School	No change
Roundwood	RW4	St Mary's Willesden Parish Church	Change – moved from the temporary polling station in the car park of St Mary's Church to the church itself (this was the arrangement for the 2021 GLA Election.)
Roundwood	RW5	Kings Hall	No change
Stonebridge	ST1	St Raphael's Children Centre	No change
Stonebridge	ST2	Mitchel Brook Primary School	No change
Stonebridge	ST3	Brentfield Primary School	No change
Stonebridge	ST4	Leopold Gwenneth Rickus	No change

Stonebridge	ST5	Community Enterprise Centre	No change
Stonebridge	ST6	The Church Hall, Brentmead Gardens	No change
Sudbury	SU1	LNER Sports & Social Club	No change
Sudbury	SU2	Sudbury Methodist Church Hall	No change
Sudbury	SU3	Shree Jalaram Jyot Mandir Temple Hall	Change – propose using the Shree Jalaram Jyot Mandir Temple Hall (dining room) rather than Vale Farm Sports Centre
Tokyington	TO1	St Michael's Church Hall	No change
Tokyington	TO2	Oakington Manor Primary School	No change
Tokyington	TO3	Elsley Primary school	No change
Welsh Harp	WA1	Fryent Primary School	No change
Welsh Harp	WA2	Woodfield School	No change
Welsh Harp	WA3	Fryent Primary School	No change
Welsh Harp	WA4	St Andrew's Church Hall	No change
Welsh Harp	WA5	Wykeham Primary School	No change
Welsh Harp	WA6	St Margaret Clitherow RC School	No change
Wembley Central	WC1	St John's Community Centre	No change
Wembley Central	WC2	Barham Primary School	No change
Wembley Central	WC3	Ealing Road Library	Change – have been unable to locate a suitable polling district for the new WC3 polling district. Proposing Ealing Road Library, which falls just outside the polling district
Wembley Central	WC4	Ealing Road Library	No change
Wembley Hill	WH1	Wembley Primary School	No change
Wembley Hill	WH2	Park Lane Methodist Church Hall	Change – propose using Park Lane Methodist Church Hall as the polling station for this new polling district
Wembley Hill	WH3	St Joseph's Wembley Pastoral Centre	No change
Wembley Park	WK1	Brent Civic Centre (Marriage Room)	No change
Wembley Park	WK2	Brent Civic Centre (Library)	No change
Willesden	WN1	St Andrew & St Francis Primary School	No change
Willesden	WN2	Gladstone Park School	No change

Willesden	WN3	Pakistan Community Centre	No change
Willesden	WN4	St Mary Magdalene's School	No change

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## Appendix B: Comments Received in Response to the Consultation

This Appendix summarises all relevant and substantive comments received. Many respondents only filled out their personal details and either agreed or did not comment on any of the proposed changes.

Ward	Respondent	Comment
Brondesbury Park	Local Councillor, Gwen Grahl	I was elected in the Brondesbury Park by-election in May 2021. In this election I received feedback from a number of residents that the Bowling Club polling station in BP4 was not suitably accessible for disabled residents, in particular those who use a wheelchair. I would like to request that the arrangements for disabled residents were reviewed and appropriate adjustments made as I would not want disabled residents to feel alienated from the democratic process as a result of the council failing to make their polling stations accessible.
Cricklewood & Mapesbury	Local Councillor, Tariq Dar	Thanks for your email about polling station for forthcoming local elections in May 2021. I was talking to Rev Stephen Maclean Baptist Church Sneyd Rd Cricklewood. They would be interested to hire the Church for a Polling Station for Cricklewood Mapesbury ward in place of Anson School. Please write to them directly.
Cricklewood & Mapesbury	Existing Polling Place/Station	<p>Hello my local ward councillors and Anson road school ward councillors</p> <p>I just wanted to let you know - regarding this current Brent review of polling arrangements - myself and other governors of Anson primary school are sharing this around and asking where possible that our school, and all schools, not be used as default/automatic polling stations and in fact only be used if absolutely no other option available. Every single day of our children's education matters and especially the last two years they have missed a lot of classroom time.</p> <p>I hope you're all well and thank you for all the community work you do.</p>
Dollis Hill	Brent resident	It would be great to do at the subway station, elevator or wheelchair. I am a mother, so I know how difficult it is to bring a stroller with a child or always ask for someone. I wonder why this is not the case at the station. More than once I observe how people with disabilities have to take a bus to the nearest station and get on the subway there.
Kenton	Existing Polling Place/Station	We understand that the desire is to rationalise the polling stations but also confirm that Lindsay Park Baptist Church are willing to remain a location for a polling station if needed.
Kilburn	Brent resident	Use of Salusbury school causes far too much inconvenience to too many; suggest Kilburn library on Salusbury road would make more sense as an accessible polling venue
Kingsbury	Brent resident	Why is Kingsbury classed under Queensbury, we are two different areas.

Preston	Brent resident	When the current car park is re done where will the polling station be
Preston	Local Councillor, Daniel Kennelly	<p>As a ward councillor, I am keen to express concern over the proposed polling stations in Preston ward for the upcoming local elections. Although I am satisfied with the proposals for both NPR1 and NPR3, I have reservations surrounding the Council's proposed location for NPR2. I consider this location to be unsuitable for residents for the following reasons.</p> <p>My primary concern is the safety of local residents traveling to the area. The past year has regrettably shown the dangers of late night travel, particularly for young women. The current polling station is located in a temporary hut alongside G.E.C Sports Ground. The lighting in the area is inadequate and has been a long-standing safety concern. There are several blind spots and hiding places that have been used for Antisocial behaviour and the storage of dangerous weapons. I am worried that this will deter potential voters from both Edison Drive and Hirst Crescent voting on Election Day. In addition, Brent Council is currently undertaking a review of parking restrictions on Pellatt Road which would significantly impact upon the accessibility of this location. These proposals are likely to restrict local residents ability to park in sight of the polling station and will therefore negatively impact upon voter turnout.</p> <p>Secondly, the proposals have highlighted the potential use of the Century Bowling &amp; Sports Club. I believe that this is misguided and will result in lower voter turnout. The front entrance to the club is located on Logan Road and would represent a significant increase in commute for residents on Blenheim Gardens, East Lane, Hirst Crescent and St.Augustine's Avenue. Although the club is accessible by car, it is not located near any public transport routes. Given Brent Council's commitment to reducing car usage for short journeys and the increasing number of residents who do not own a car, I believe strongly that this site would be inaccessible for a significant number of elderly and vulnerable residents in the ward. Overall, the entrance to the Century Bowling &amp; Sports Club is obscure and located down a narrow side road. As this site is located a significant distance from the main road and public transport links, I believe that Brent Council must reconsider this location.</p> <p>Therefore I propose that a suitable alternative location would be Wembley Primary School. This is a well known landmark in Preston ward which is attended by many families in the local area. The school benefits from good public transport links on both East Lane and Preston Road allowing residents to easily travel from either Hirst Crescent, Logan Road or Walton Gardens. In addition, free parking is available to residents on both local roads and at Hirst Crescent shopping Parade.</p> <p>Currently Wembley Primary School is being proposed as a polling station for Wembley Hill ward. It has previously served as a polling station for Preston ward and has the facilities to accommodate an additional polling station. Brent Council has previously allowed multiple polling stations to be located at the same site. This has been the case in Fryant ward where polling district NFR6 shared Fryant Primary school with the Welsh Harp polling district CWH2. Given Brent Council has already established precedent for</p>



		combining polling districts at a single location, I believe this proposal should be approved.
Queens Park	Brent resident	Agree with the new polling station suggestions for Salusbury Primary school and Ark Franklin. QPCS should no longer be used as a polling station, 1,300 children are inconvenienced by the school closure for polling
Queens Park	Brent resident	I agree with changing from schools as polling stations to libraries and churches. Schools have to close on polling days impacting their education. Libraries and churches and other community venues are better suited to polling stations
Queens Park	Brent resident	Kilburn Library will be a great replacement for Salusbury Primary School. Really close location and it will allow children to attend school on the election day. Schools should be replaced by new polling stations to avoid children missing class
Queens Park	Brent resident	I agree that Polling Stations should be taken out of schools where possible. This will minimise disruption to education. Use of Libraries and Community Centres may raise their profile and bring new visitors. Opportunities for other services e.g. Benefits advice may be possible alongside voting.
Queens Park	Brent resident	Please change the polling station so it is not necessary to close the large local primary school. There are many other options nearby, not least Kilburn Library. Stop disrupting our children's education. The issue of Salusbury school being used as a polling station has been raised repeatedly. It is time to stop it, as it's not fit for purpose, since the entire school has to close to use one room. Our children have had enough disruption in recent years.
Queens Park	Brent resident	Library is a much better option than the school
Queensbury	Local Councillor, Sandra Kabir	<p>Following are my comments regarding the proposed polling stations in Queensbury ward:</p> <p>Polling stations 1 and 2 are located in close proximity, ie one on Beverley Drive and the other on Waltham Drive.</p> <p>The above proposal will entail residents from Edgware Road, Stag Lane, Holyrood Gardens, upper end of Beverley Drive, Cobham Close, etc. having to walk or drive to Polling Station 2 on Waltham Drive which is a considerable distance and does not have public transport.</p> <p>A location between Polling Station 1 on Beverley Drive and Edgware Road would be much more suitable and accessible.</p>

Sudbury	Local Councillor, Thomas Stephens	<p>As the local Councillor for the ward, I'm writing to respond to the polling district review proposals as they pertain to Sudbury ahead of tomorrow's consultation deadline. I attach the Sudbury proposals for ease of reference.</p> <p>I am concerned about the proposals to move the polling station for the eastern part of the ward (previously NSU5) from St John's Community Centre to the south to Vale Farm sports centre to the West. In addition to being much further away for many residents, this poses a risk to residents attempting to vote late in the night, particularly women, who are now being asked to walk through the park – a recognised location for ASB - late in the evening.</p> <p>I would support a modified proposal which provides another polling station for the eastern part of NSU3 including Harrowdene, Sudbury Avenue and their offshoots. Consideration could also be given to including a part of Charterhouse, Eton and Rugby in this area, perhaps east of the intersection with Repton Avenue. There are three options for a polling station:</p> <ol style="list-style-type: none"> <li>1. The most desirable option is to provide another polling site towards the northern end of Harrowdene or Sudbury Avenue, in one of the community buildings there (there is a Seventh Day Adventist site there which might be considered, although I'm unsure if they would agree to it).</li> <li>2. A temporary polling station could be created, perhaps in the eastern end of Vale Farm right next to Sudbury Avenue, as there is ample green space there and it is much less of an ASB risk.</li> <li>3. They could continue to go to the polling station at St John's Community Centre, as I think the convenient and safer location of this polling station would be worth the inconvenience of having a polling station outside of the ward.</li> </ol> <p>As an additional proposal, on top of the above, I would also support the northern part of NSU2 (the triangle north of Harrow Road and south of Watford road) being transferred to NSU3, as the Vale Farm Sports Centre is a more convenient polling location for them. However, I would also ask that consideration be given to keeping the polling station at Sudbury Primary School, as this area is more convenient, less of an ASB risk, and more familiar to residents.</p>
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Sudbury		<p>I have seen the proposals for 3 polling stations for the new Sudbury Ward.</p> <p>As someone familiar with the area I the current proposals would make access to a polling station difficult for many people.</p> <p>Just to highlight some issues:</p> <p>1. The LNER club house is not easy to access from the top end of Harrow Road (Medway Gardens has a road closure by Maybank Avenue, you cannot turn into Maybank Avenue from the top end of Harrow Road and trying to access via Greenford Road etc is too long a journey. A better Polling station for this area remains the Methodist Church in Harrow Road.</p> <p>The Methodist Church could also be used by residents of Watford Road and Homefield Avenue (as the journey to the Baptist Church is a long way away.</p> <p>2. Vale Farm is also not an ideal location for a Polling station as too far away from Harrowdene Road and Sudbury Avenue. A better location for this whole area would be the former WASP pavilion off Repton Avenue ( this was used before some years back. The site has a car park where portacabins could be placed should the building not been available.</p> <p>3. The exact boundaries of the polling districts could be amended but the ideal number of polling stations would in my view be 4:</p> <p>1. LNER club in Maybank Avenue  2. Baptist Church in Station Approach  3. Sudbury Methodist Church in Harrow Road  4. Wasps Sports Pavillion off Repton Avenue</p>
Wembley Central	Brent resident	<p>There are voters who will not take part because the venue is a church hall as they hold a different belief.</p> <p>Having attended a Mela at Brent Indian Association it attracted diverse group of people. There is also a bus station near by so it is accessible. Plus as a community centre used by all groups, age, ethnicity, people with disabilities, sex, belief it plays a key role in the area. Also it is distinguishable by its mural and has accessible facilities. I am aware that it is easier for Brent Council to use its existing facility however it needs to consider the implications of using the church as part of its impact assessment in light of the demographics.</p>
Wembley Central	Local Councillor Wilhelmina Mitchell Murray	<p>I see no issues with processed polling station because these locations have been used in the past and disabled friendly.</p> <p>My concern is for residents after the triangle. Apologies if I have missed this but how are these electorates being served? Are looking at Park Lane school?</p>
Brondesbury Park	Local Councillor, Tony Ethapemi	<p>My view is that the nearest local libraries to each ward and church hall, mosques nearest to each ward should be used as polling stations. For convenience polling stations should be Increased to accommodate those that cannot travel far to vote.</p> <p>As I am not familiar with all the new wards, I cannot be specific on locations for polling stations. In my current ward which is Brondesbury Park ward. The polling station used at the last election was Christchurch on Willesden Lane and Willesden Library.</p>

Willesden Green	An existing Polling Place/Station	Pakistan Community Centre is a polling station for the past many years. It is so convenient with disable access and free car parking. This particular venue must continue to be a polling station for many years to come.
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## Appendix C: Demographics of Consultees

### Relationship to Brent

Out of the 76 participants, 62 were Brent residents, seven were ward councillors, five were existing or proposed polling stations, and the remaining two did not specify.

There were 70 participants who identified which ward they lived in and/or represented. The breakdown of the wards is shown below.

Table 1: Participants per ward

Wards	Participants per Wards
Alperton	1
Brondesbury Park	1
Cricklewood & Mapesbury	7
Dollis Hill	3
Harlesden & Kensal Green	10
Kenton	1
Kilburn	10
Kingsbury	3
Preston	2
Queensbury	2
Queens Park	9
Stonebridge	5
Sudbury	3
Wembley Central	4
Wembley Hill	1
Wembley Park	2
Willesden Green	6

### Age Range

There were 64 participants who answered the question regarding their age range. The ages ranges are as follows:

- 1 person was aged between 16 – 24
- 13 people were aged between 25 – 34
- 15 people were aged between 35 – 44
- 22 people were aged between 45 – 54
- 8 people were aged between 55 – 64
- 5 people were aged 65+

### Disability

There were 9 participants who considered themselves to have a disability.

### Ethnicity

Black or Black British participants made up the majority of the respondents who disclosed their ethnicity with 19 people identifying as Black or Black British. 18 people identified as White or White British, 8 people identified as Asian or Asian British and 1 person identified as Mixed.

### **Gender**

35 participants identified as female, and 28 identified as male. The remainder did not answer the gender question.

### **Sexual Orientation**

48 people answered the questions regarding their sexual orientation. Of the 48, 42 participants identified as Heterosexual or Straight, five people identified as Bisexual, and one person identified as a Gay Man.

### **Religious Belief**

57 people answered the question regarding their religious belief. 23 people identified as Christian, 21 people identified as Muslim, 10 people identified as No Religion or Belief, and three people identified as Hindu.

# **Appendix D: Ward Representation Outlined by the Local Government Boundary Commission England (LGBCE)**

**The final recommendations for Brent by the LGBCE are for 13 three-councillor wards and nine two-councillor wards.**

<b>Ward</b>	<b>Number of councillors</b>
Alperton	3
Barnhill	2
Brondesbury Park	2
Cricklewood & Mapesbury	2
Dollis Hill	3
Harlesden & Kensal Green	3
Kenton	3
Kilburn	3
Kingsbury	2
Northwick Park	2
Preston	2
Queens Park	3
Queensbury	3
Roundwood	3
Stonebridge	3
Sudbury	2
Tokington	2
Welsh Harp	3
Wembley Central	3
Wembley Hill	3
Wembley Park	2
Willesden	3

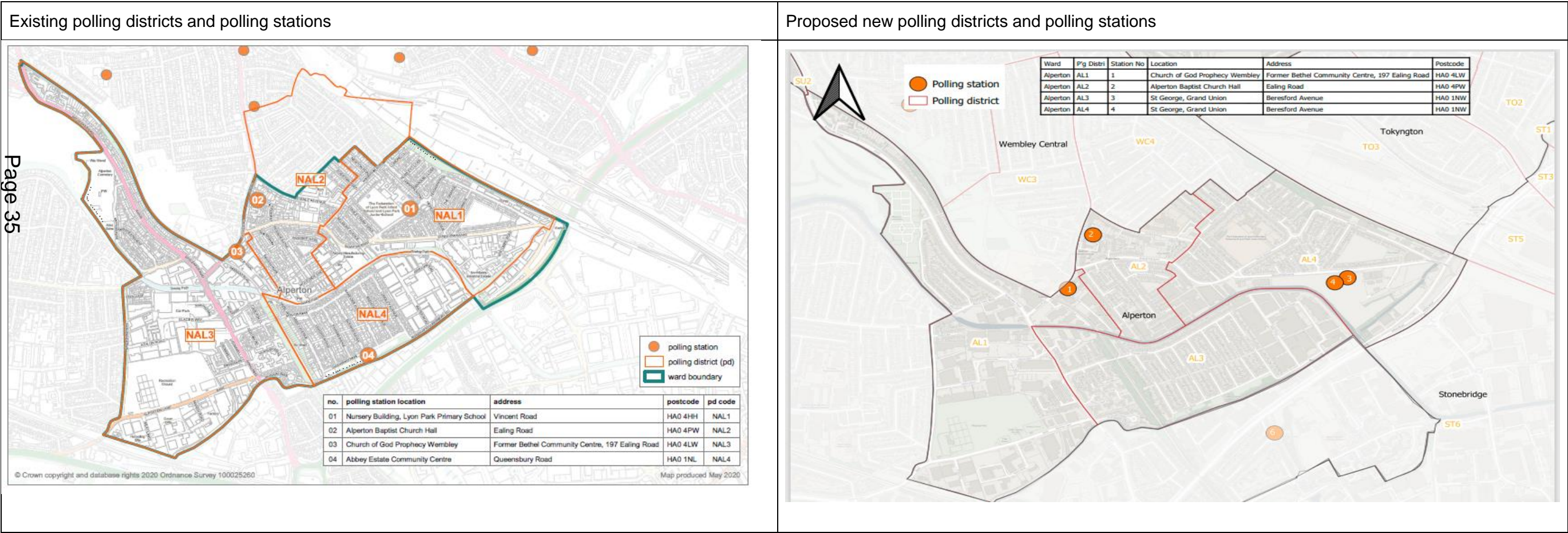
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Appendix E: Maps Outlining Existing and Proposed Arrangements

Alperton

PD code	Existing Polling Station	Proposed Polling Station
AL1	Church of God Prophecy	Church of God Prophecy
AL2	Alperton Baptist Church Hall	Alperton Baptist Church Hall
AL3	Abbey Estate Community Centre	St George: Grand Union (87 Beresford Avenue, London HA0 1NW)
AL4	Nursery Building, Lyon Park Primary School	St George: Grand Union (87 Beresford Avenue, London HA0 1NW)





Barnhill

PD code	Existing Polling Station	Proposed Polling Station
BA1	The Parish Hall, Church of the Accession	The Parish Hall, Church of the Accession
BA2	Hut outside 15 Kings Drive	Hut outside 15 Kings Drive
BA3	English Martyrs Church Hall	English Martyrs Church Hall
BA4	Chalkhill Primary School, Nursery Unit	Chalkhill Primary School, Nursery Unit

Existing polling districts and polling stations

no.	polling station location	address	postcode	pd code
01	The Parish Hall	Church of The Ascension	HA9 9QL	NBA3
02	Chalkhill Primary School	Nursery Unit	HA9 9YP	NBA5
03	English Martyrs Church Hall	Chalkhill Road	HA9 9EW	NBA6
04	Hut Outside 15 Kings Drive	Wembley	HA9 9HN	NBA4

Proposed new polling districts and polling stations

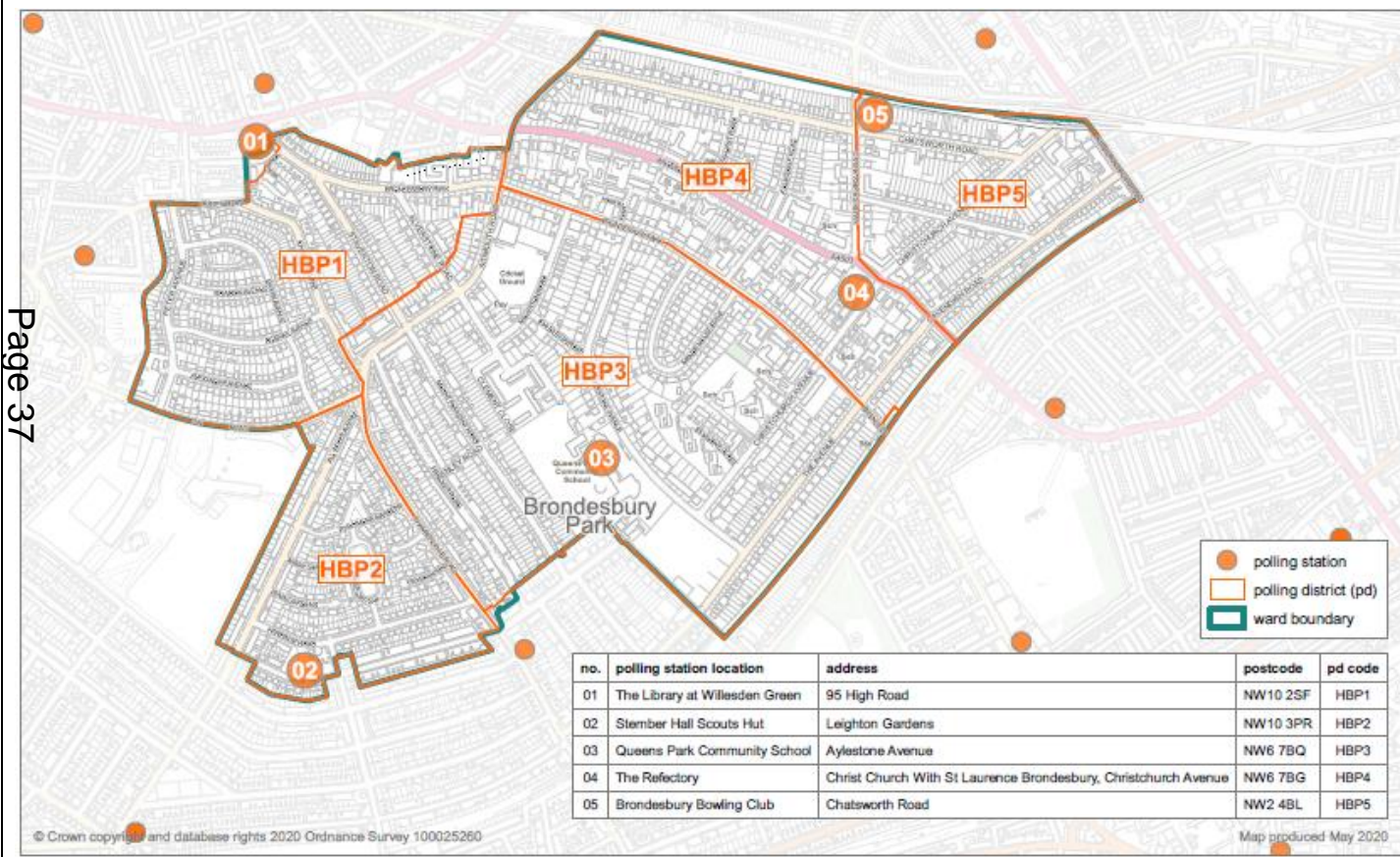
no.	location	address	postcode	pd code
01	The Parish Hall	Church of The Ascension	HA9 9QL	BA1
02	Hut Outside 15 Kings Drive	Wembley	HA9 9HN	BA2
03	English Martyrs Church Hall	Chalkhill Road	HA9 9EW	BA3
04	Chalkhill Primary School	Nursery Unit	HA9 9YP	BA4



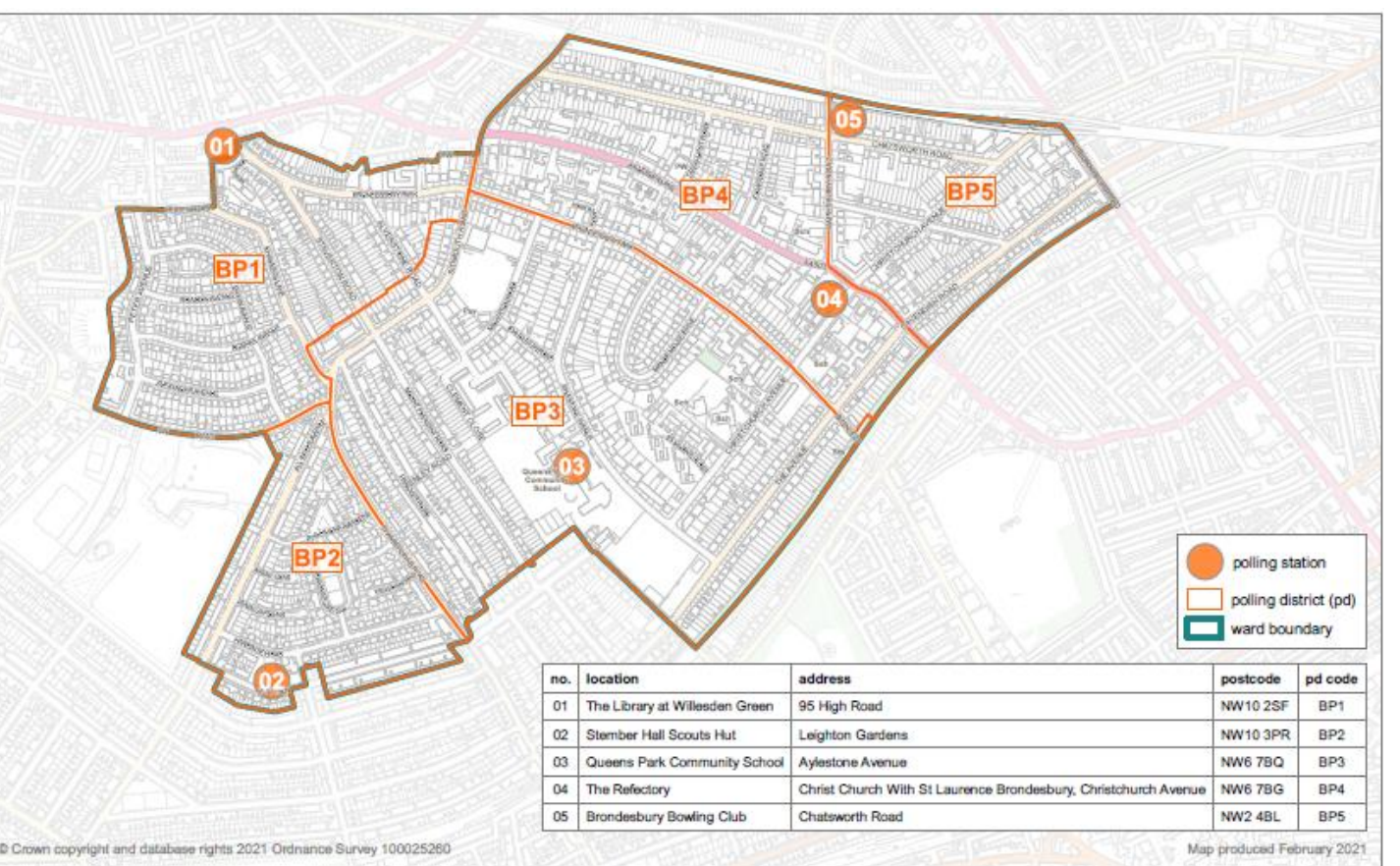
Brondesbury Park

PD code	Existing Polling Station	Proposed Polling Station
BP1	The Library at Willesden Green	The Library at Willesden Green
BP2	Stember Hall Scouts Hut	Stember Hall Scouts Hut
BP3	Queens Park Community School	Queens Park Community School
BP4	The Refectory, Christ Church with St Lawrence Brondesbury	The Refectory, Christ Church with St Lawrence Brondesbury
BP5	Brondesbury Bowling Club	Brondesbury Bowling Club

Existing polling districts and polling stations



Proposed new polling districts and polling stations





Cricklewood & Mapesbury

PD code	Existing Polling Station	Proposed Polling Station
CM1	Mora Primary School	Mora Primary School
CM2	Anson Primary School	Cricklewood Baptist Church Hall
CM3	St Gabriel's Hall	St Gabriel's Hall
CM4	Watling Gardens Community Centre	Watling Gardens Community Centre

Existing polling districts and polling stations

01

CMA1

02

CMA2

03

CMA4

CMA5

04

polling station

polling district (pd)

ward boundary

no.	polling station location	address	postcode	pd code
01	Mora Primary School	Entrance on Wootton Road	NW2 6TD	CMA1
02	Anson Primary School	Anson Road	NW2 4AB	CMA2
03	St Gabriel's Hall	77 Chichele Road	NW2 3AQ	CMA4
04	Watling Gardens Community Centre	Watling Gardens, Shoot Up Hill	NW2 3UB	CMA5

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Map produced May 2020

Proposed new polling districts and polling stations

1

CM1

2

CM2

3

CM3

CM4

4

polling station

polling district

Ward	P/g Distri	Station No	Location	Address	Postcode
Cricklewood and Mapesbury	CM1	1	Mora Primary School	Entrance on Wootton Road	NW2 6TD
Cricklewood and Mapesbury	CM2	2	Cricklewood Baptist Church Hall	2 Sneyd Road, London	NW2 6AN
Cricklewood and Mapesbury	CM3	3	St Gabriel's Hall	77 Chichelle Road, London	NW2 3AQ
Cricklewood and Mapesbury	CM4	4	Watling Gardens Community Centre	Watling Gardens, Shoot Up Hill	NW2 3UB

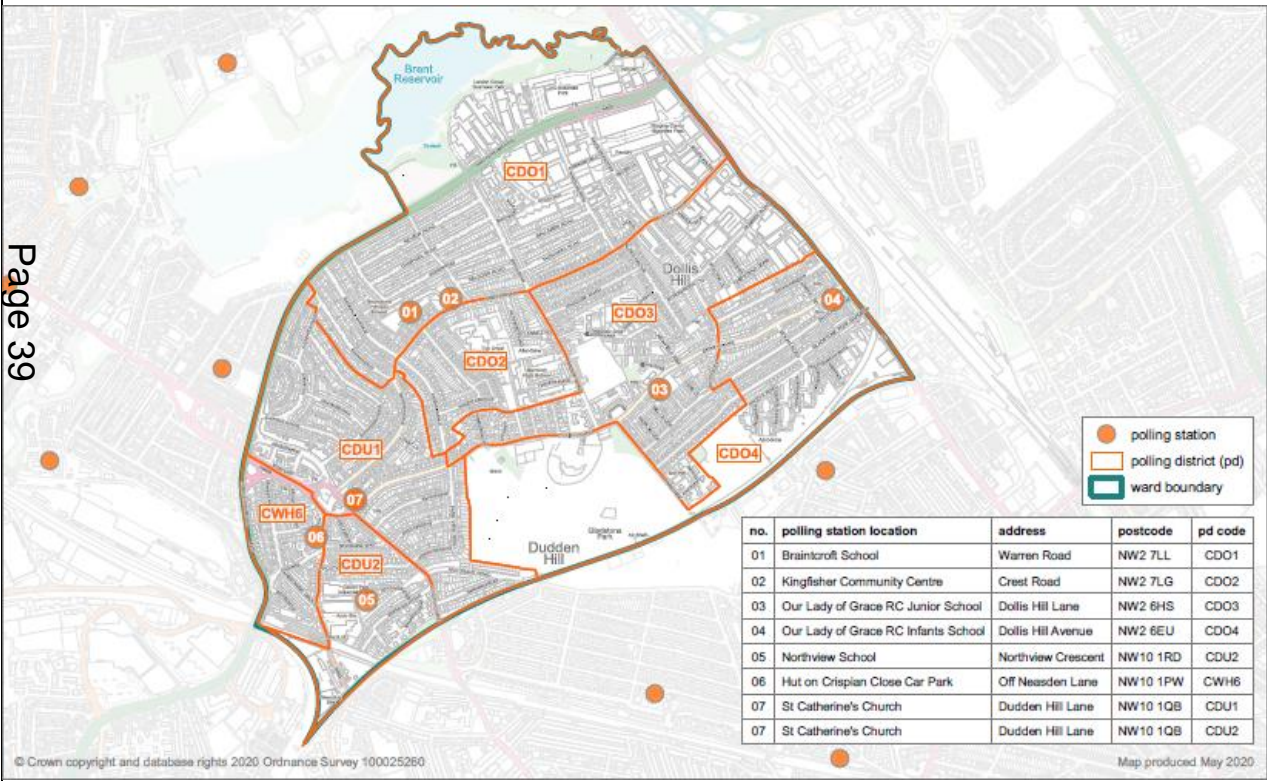
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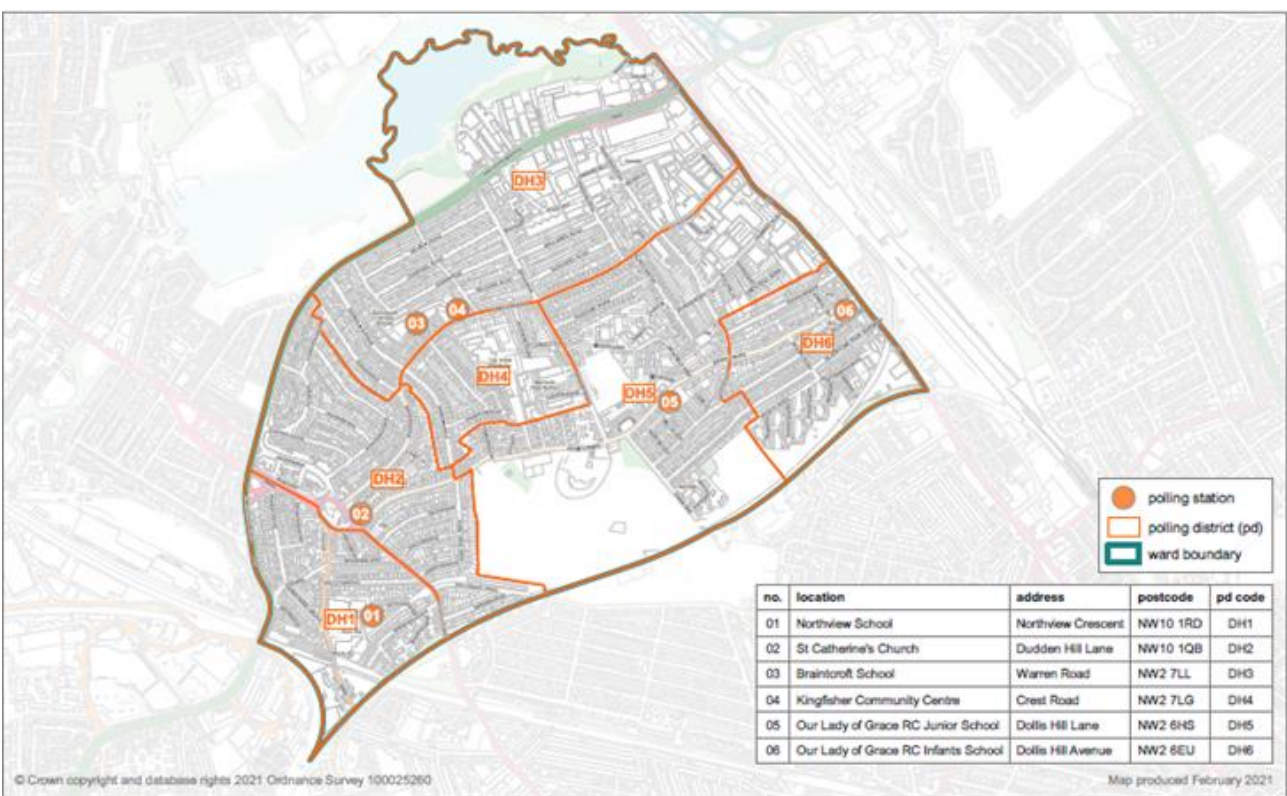
Dollis Hill

PD code	Existing Polling Station	Proposed Polling Station
DH1	Hut at Crispin Close Car Park Northview School	Northview School
DH2	St Catherine's Church	St Catherine's Church
DH3	Braintcroft School	Braintcroft School
DH4	Kingfisher Community Centre	Kingfisher Community School
DH5	Our Lady of Grace RC Junior School	Our Lady of Grace RC Junior School
DH6	Our Lady of Grace RC Infant School	Our Lady of Grace RC Infant School

Existing polling districts and polling stations



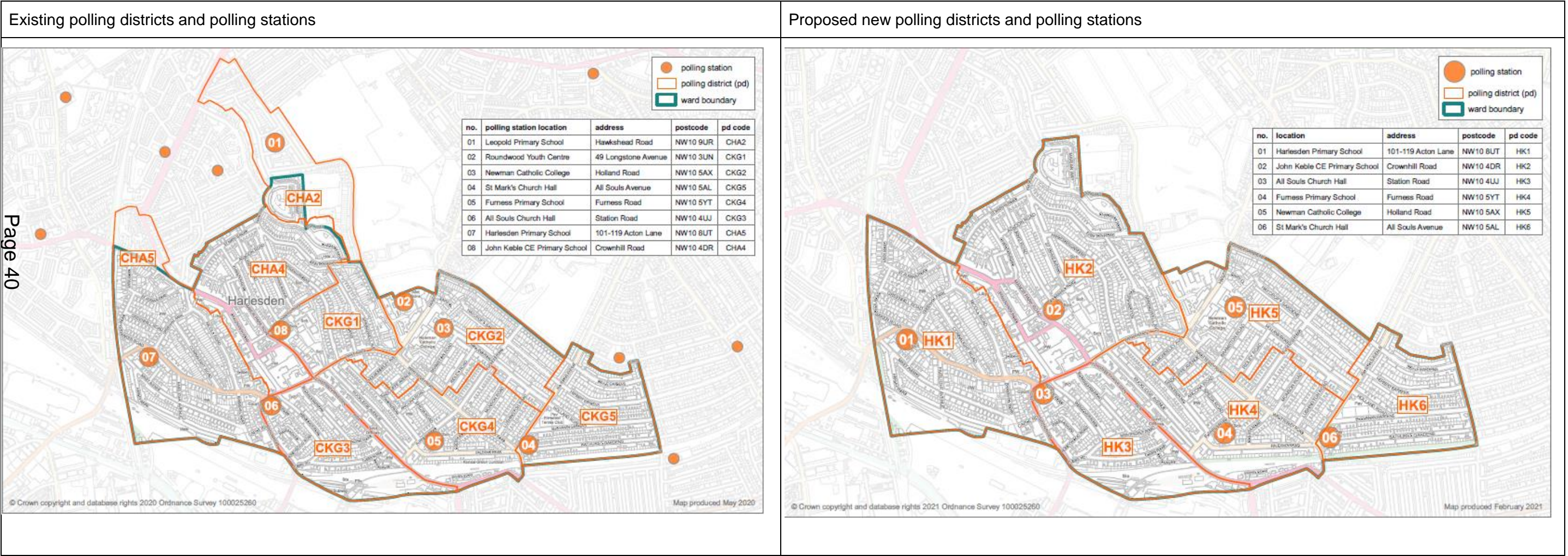
Proposed new polling districts and polling stations





Harlesden & Kensal Green

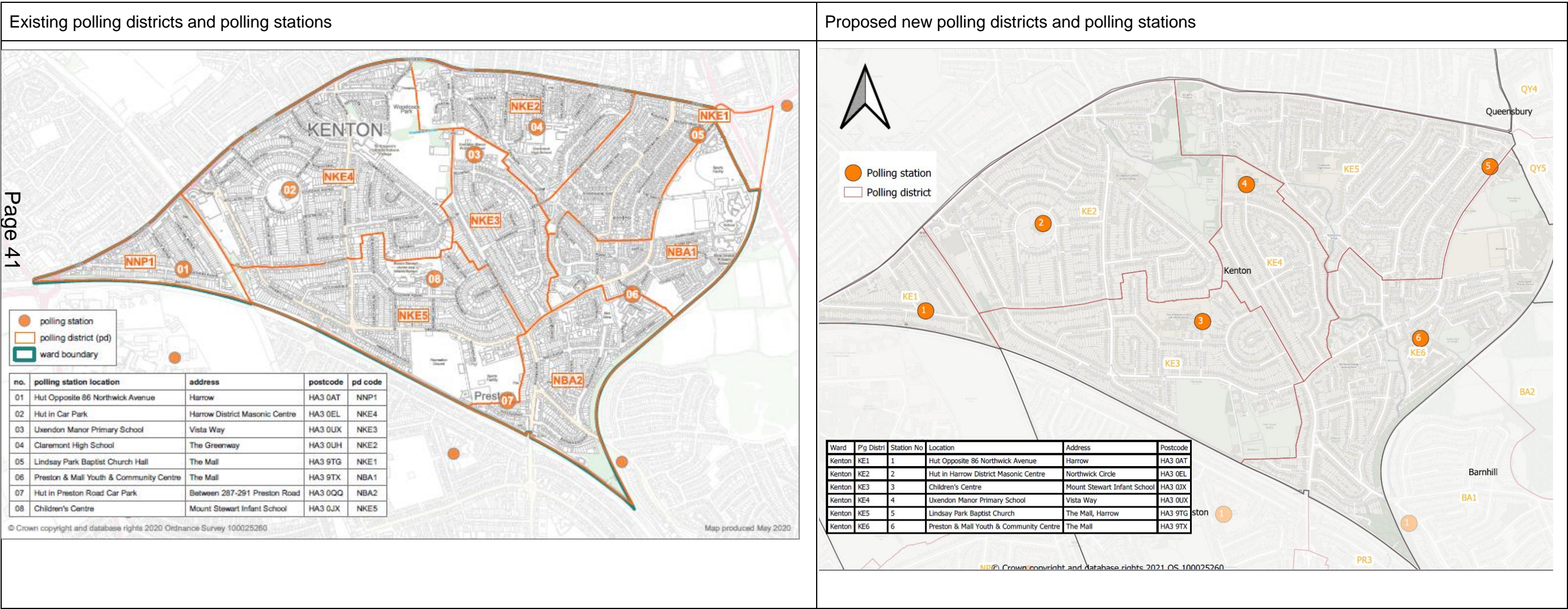
PD code	Existing Polling Station	Proposed Polling Station
HK1	Harlesden Primary School	Harlesden Primary School
HK2	John Keble Primary School	John Keble Primary School
HK3	All Souls Church Hall	All Souls Church Hall
HK4	Furness Primary School	Furness Primary School
HK5	Newman Catholic College	Newman Catholic College
HK6	St Mary's Church Hall	St Mary's Church Hall





Kenton

PD code	Existing Polling Station	Proposed Polling Station
KE1	Hut opposite 86 Northwick Avenue	Hut opposite 86 Northwick Avenue
KE2	Hut in Harrow District Masonic Centre	Hut in Harrow District Masonic Centre
KE3	Children’s Centre, Mount Stewart School	Children’s Centre, Mount Stewart School
KE4	Uxendon Manor Primary School	Uxendon Manor Primary School
KE5	Claremont High School Lindsay Park Baptist Church	Lindsay Park Baptist Church
KE6	Preston & Mall Youth & Community Centre	Preston & Mall Youth & Community Centre

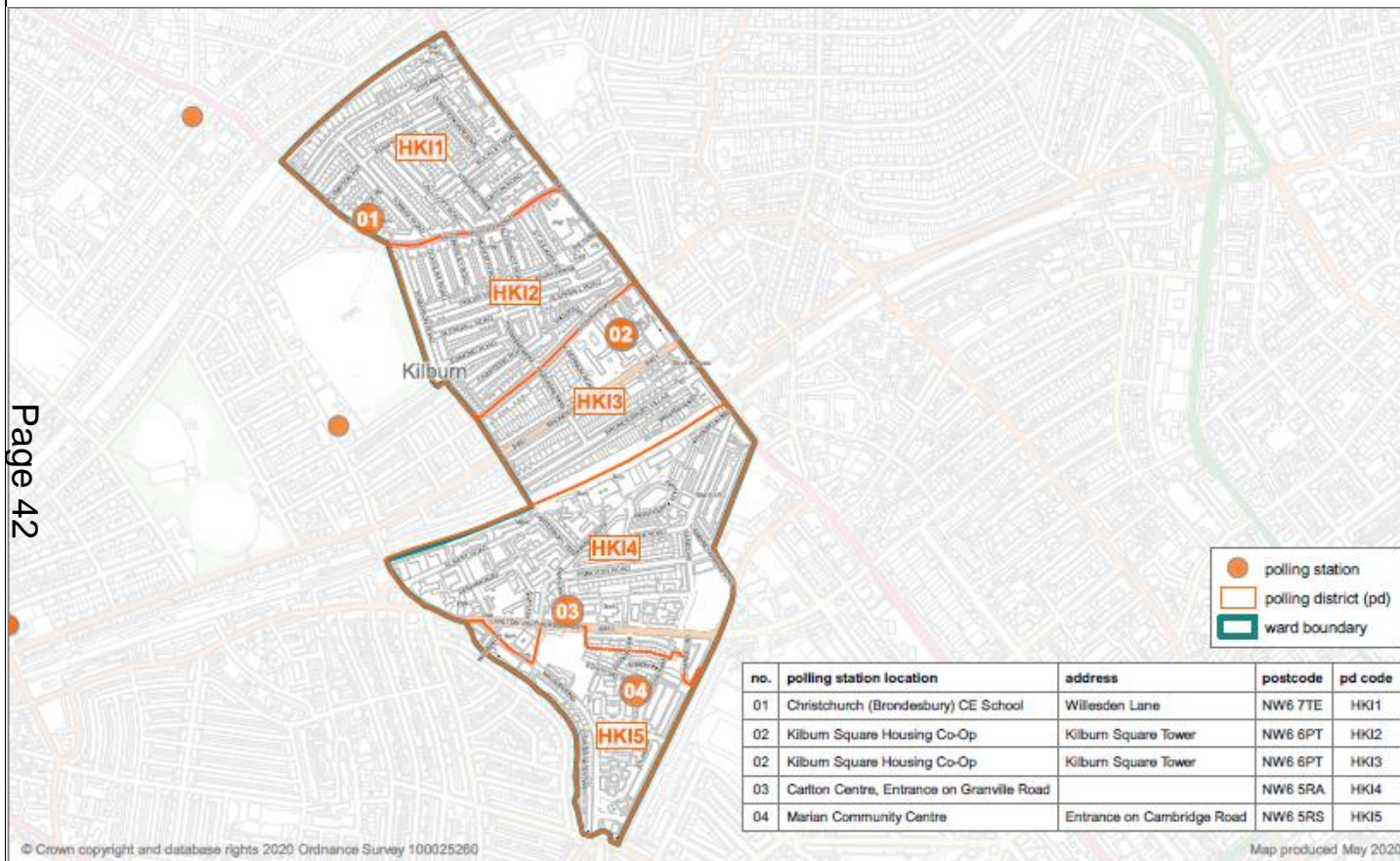




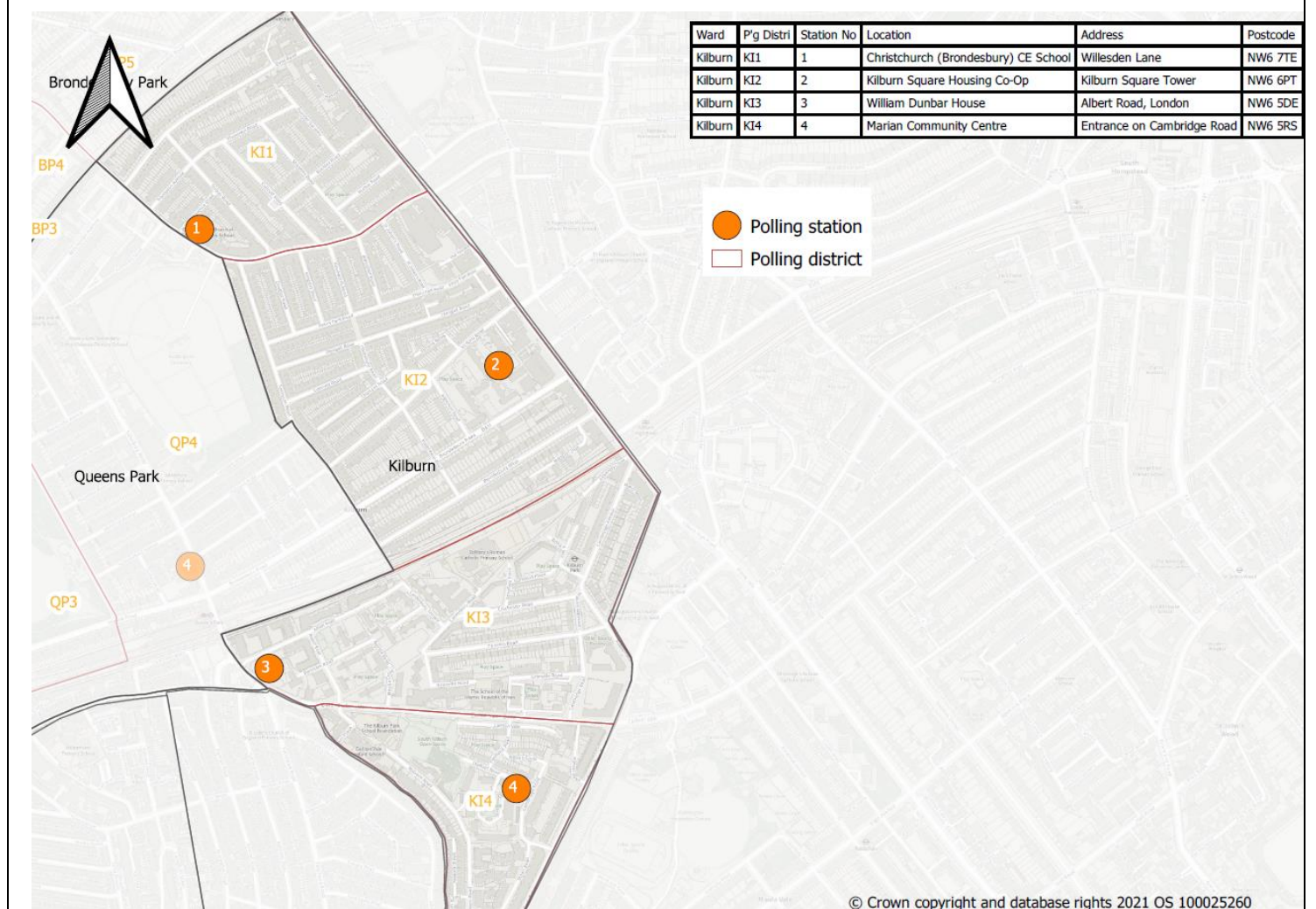
## Kilburn

PD code	Existing Polling Station	Proposed Polling Station
KI1	Christchurch (Brondesbury) CE School	Christchurch (Brondesbury) CE School
KI2	Kilburn Square Housing Co-Op	Kilburn Square Housing Co-Op
KI3	Kilburn Hub	Kilburn Hub (The Hub at William Dunbar House)
KI4	Marian Community Centre	Marian Community Centre

Existing polling districts and polling stations



### Proposed new polling districts and polling stations

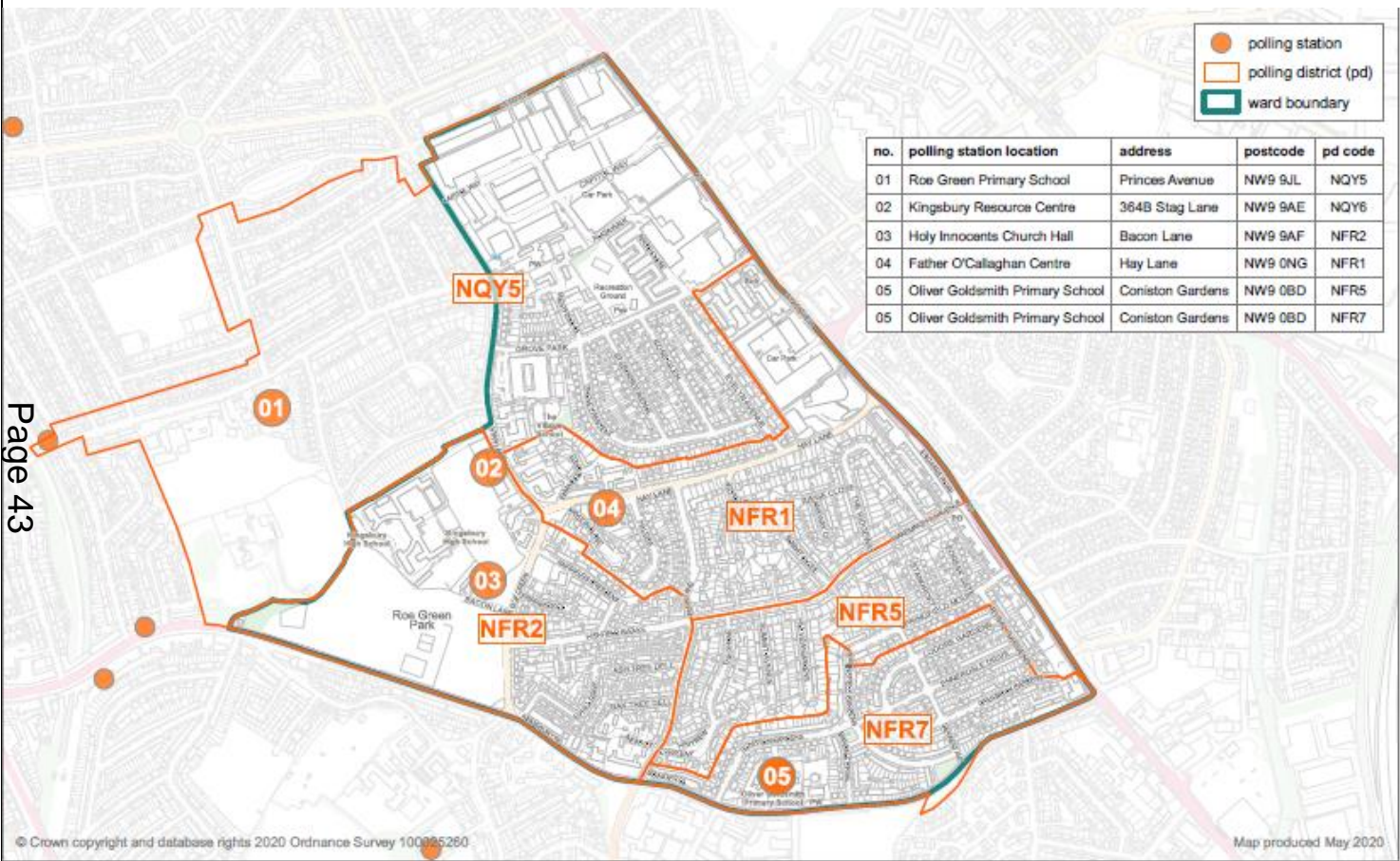




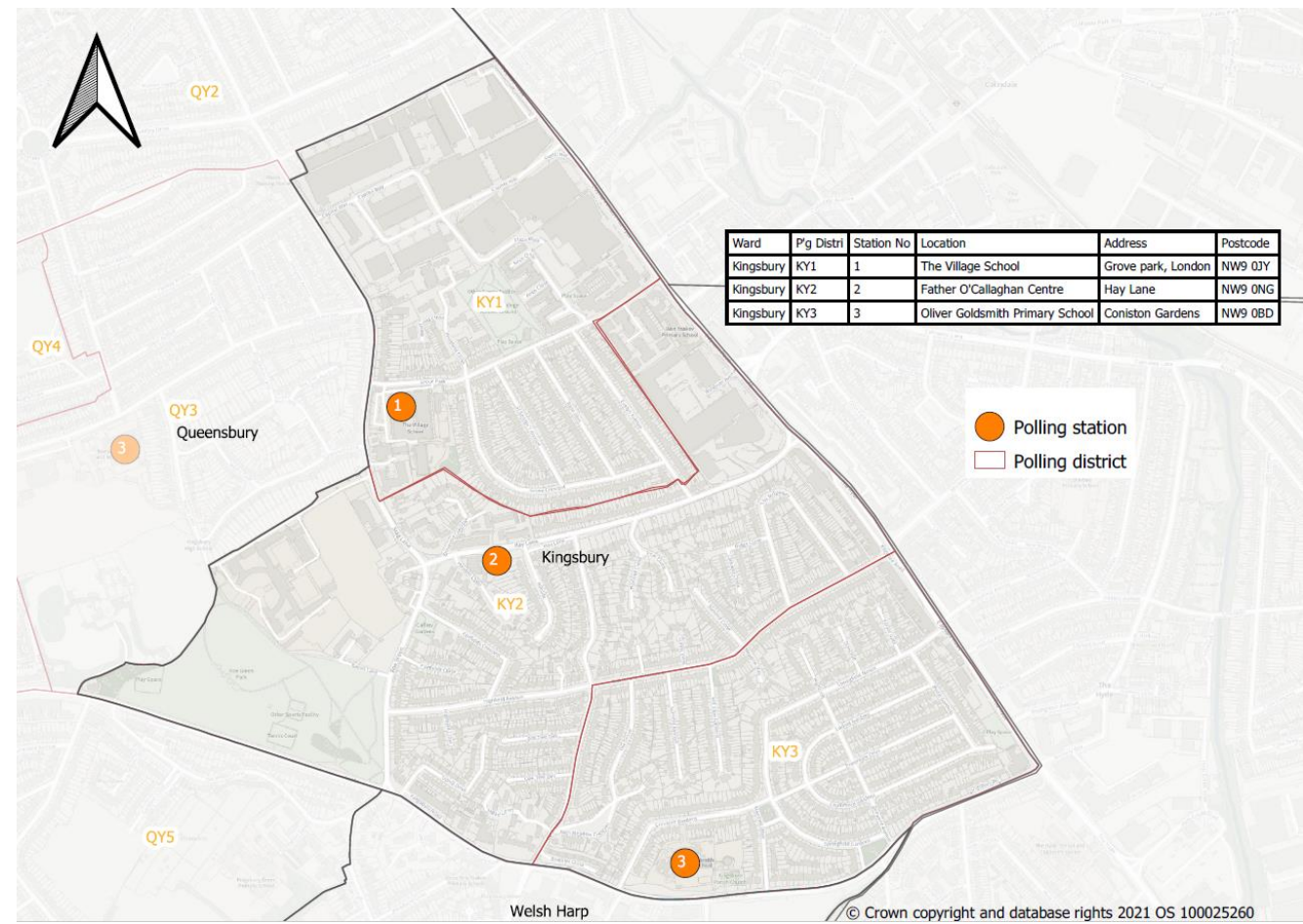
Kingsbury

PD code	Existing Polling Station	Proposed Polling Station
KY1	N/A	The Village School
KY2	Father O’Callaghan Centre	Father O’Callaghan Centre
KY3	Oliver Goldsmith Primary School	Oliver Goldsmith Primary School

Existing polling districts and polling stations



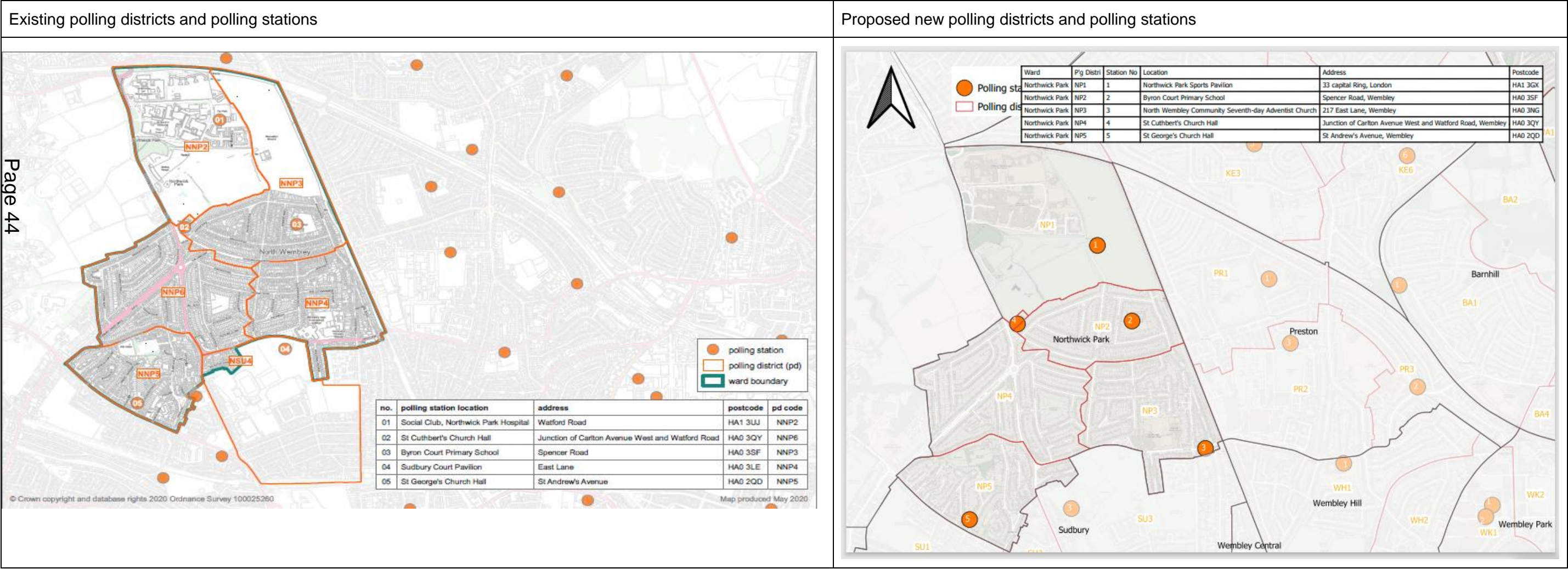
Proposed new polling districts and polling stations





Northwick Park

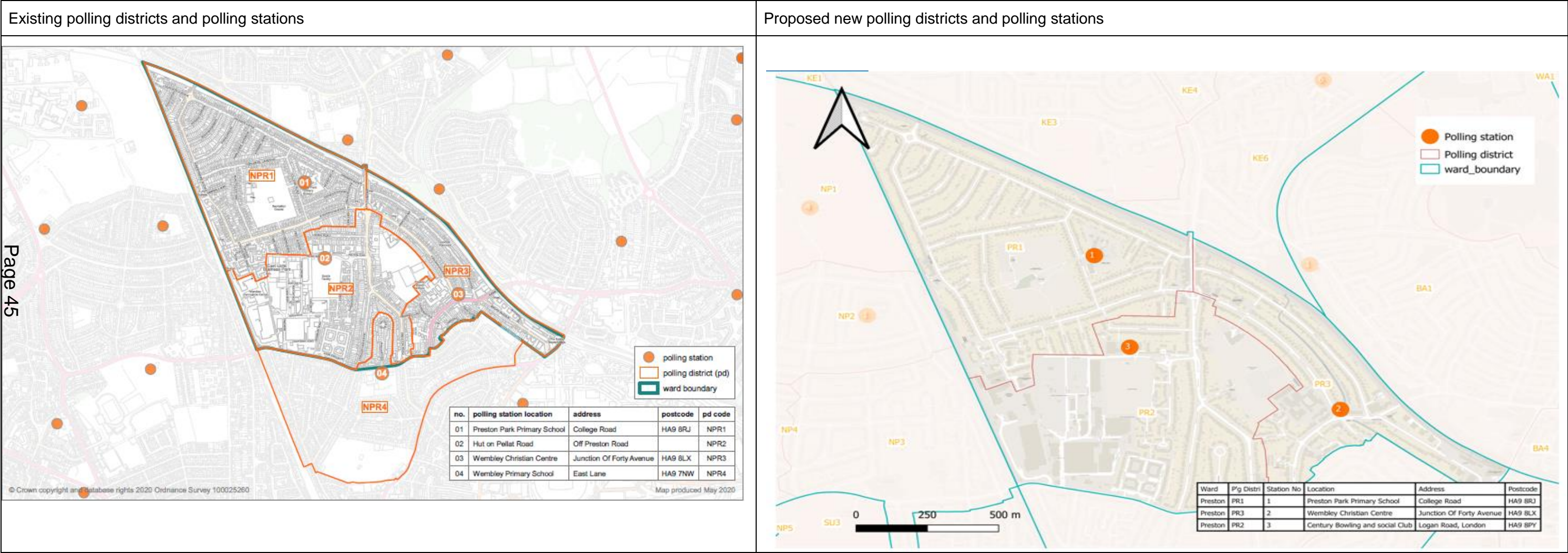
PD code	Existing Polling Station	Proposed Polling Station
NP1	Social Club, Northwick Park Hospital	Northwick Park Sports Pavilion
NP2	Byron Court Primary School	Byron Court Primary School
NP3	Sudbury Court Sports Club (Sudbury Court Pavilion)	North Wembley Community Seventh-day Adventist Church
NP4	St Cuthbert's Church Hall	St Cuthbert's Church Hall
NP5	St George's Church Hall	St George's Church Hall





Preston

PD code	Existing Polling Station	Proposed Polling Station
PR1	Preston Park Primary School	Preston Park Primary School
PR2	Hut on Pellatt Road	Century Bowling & Sports Club
PR3	Wembley Christian Centre	Wembley Christian Centre

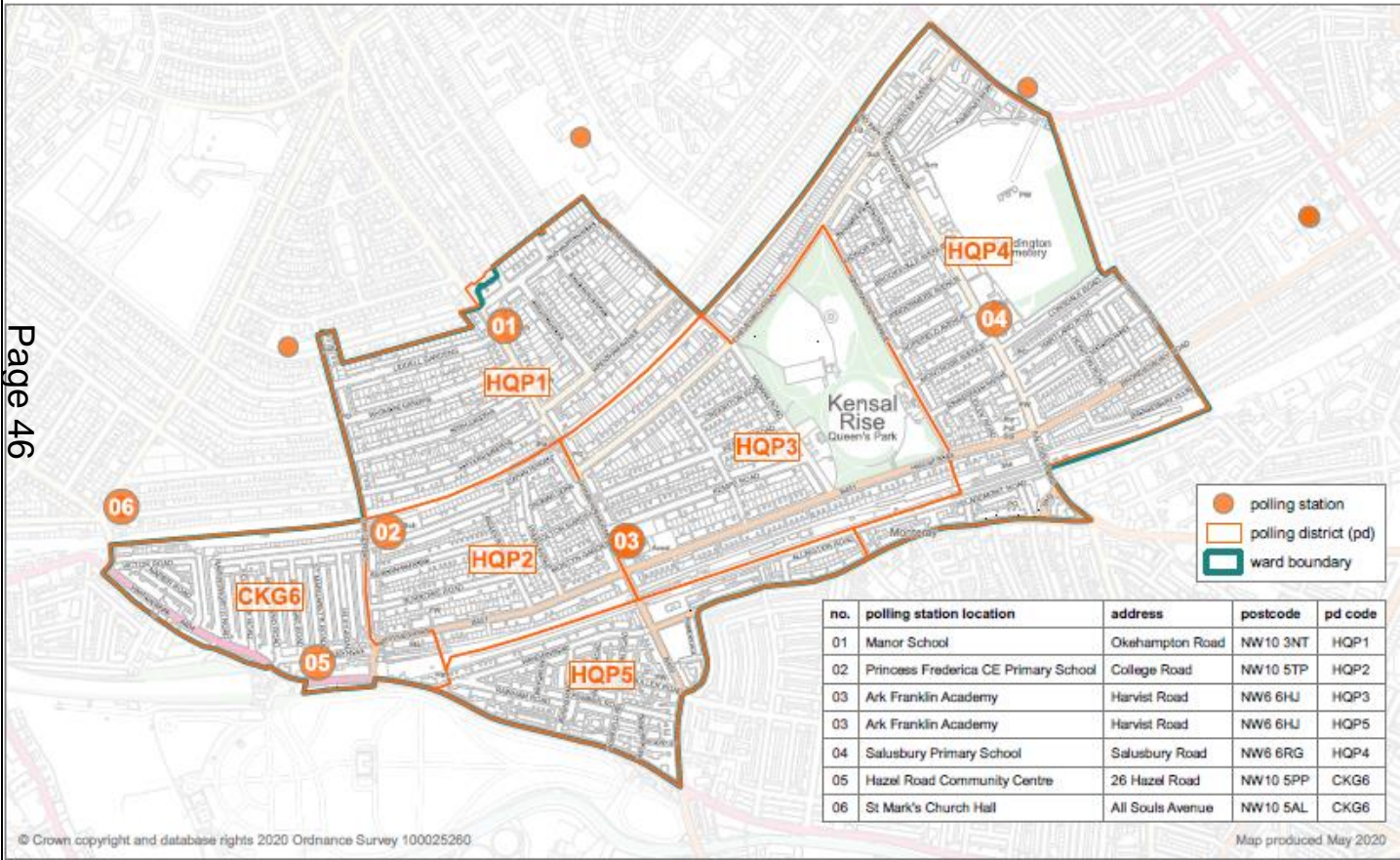




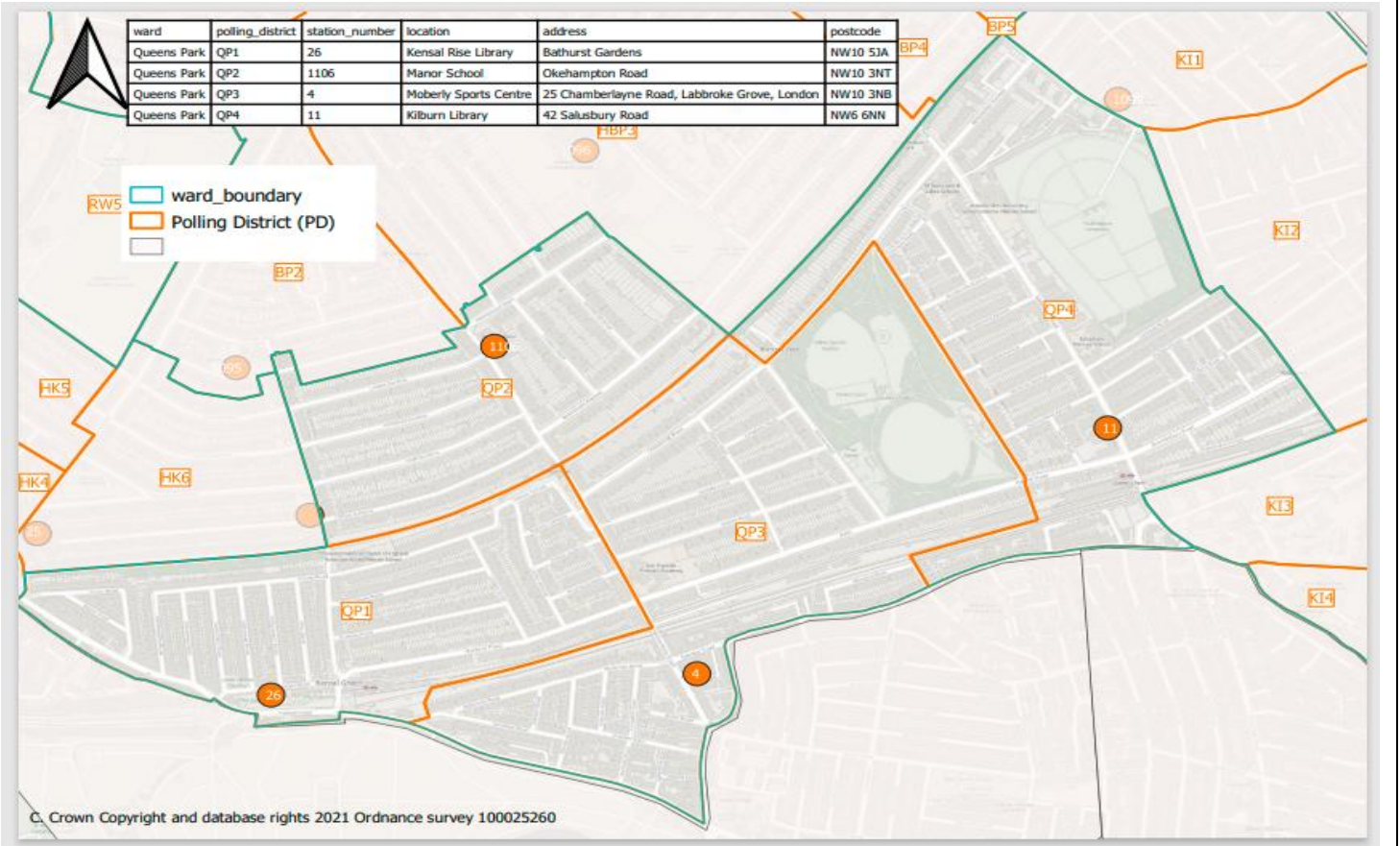
Queens Park

PD code	Existing Polling Station	Proposed Polling Station
QP1	Hazel Road Community Centre Princess Frederica Primary School	Kensal Rise Library
QP2	Manor School	Manor School
QP3	Ark Franklin Academy	Moberly Sports Centre
QP4	Salusbury Primary School	Kilburn Library

Existing polling districts and polling stations



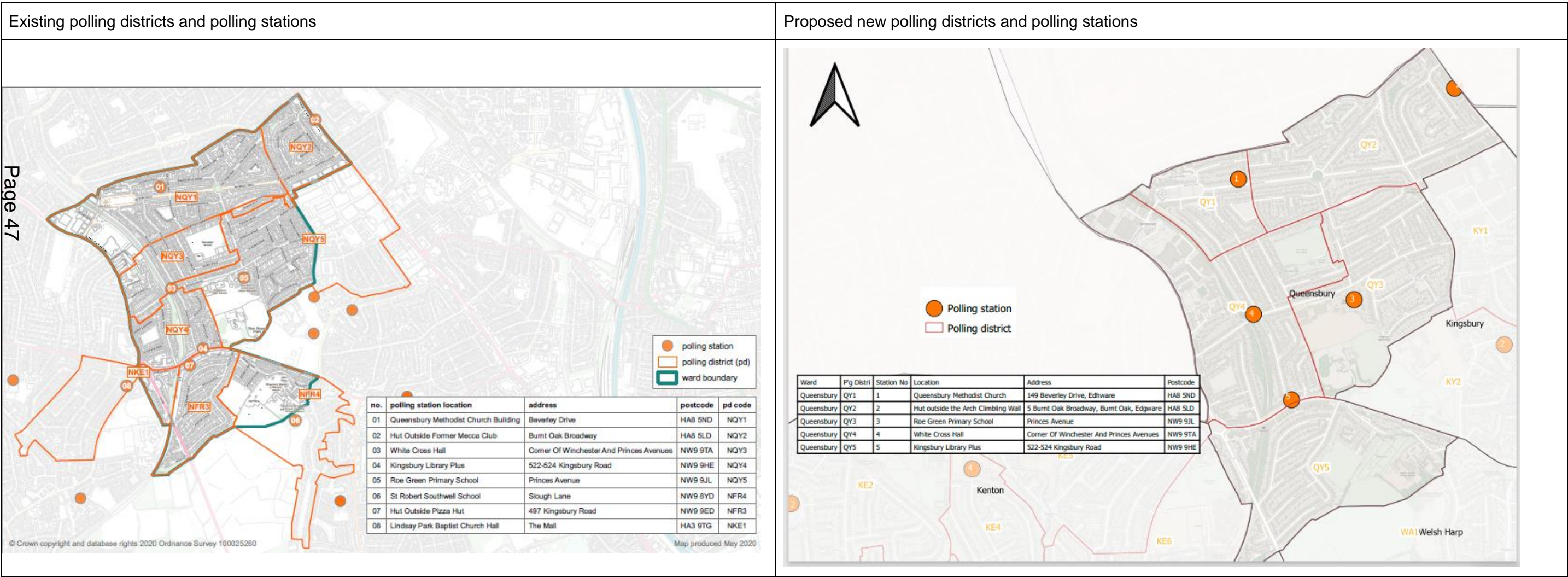
Proposed new polling districts and polling stations





Queensbury

PD code	Existing Polling Station	Proposed Polling Station
QY1	Queensbury Methodist Church	Queensbury Methodist Church
QY2	Hut outside the Arch Climbing Wall	Hut outside the Arch Climbing Wall
QY3	Roe Green Primary School	Roe Green Primary School
QY4	White Cross Hall	White Cross Hall
QY5	Kingsbury Library Plus	Kingsbury Library Plus

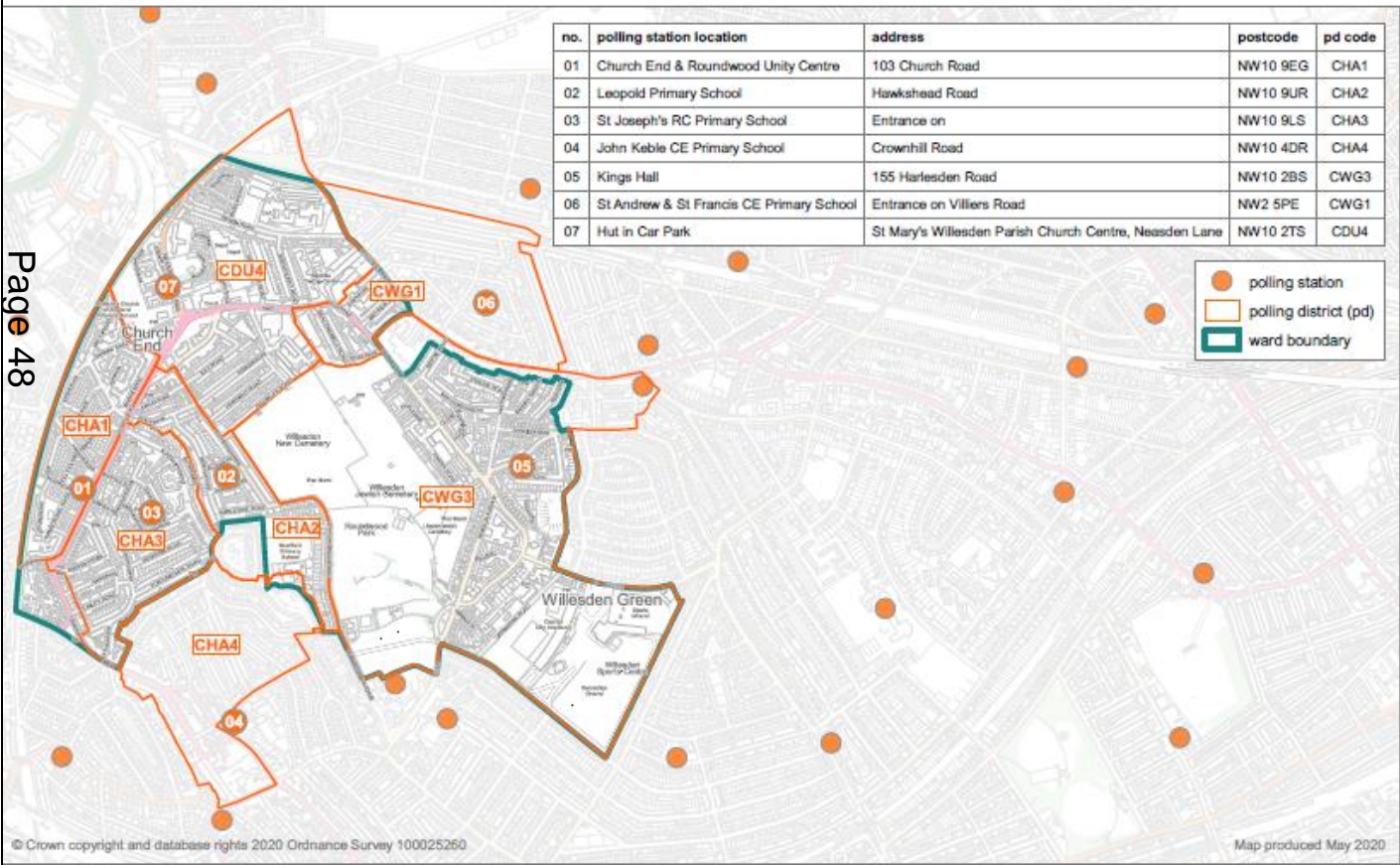




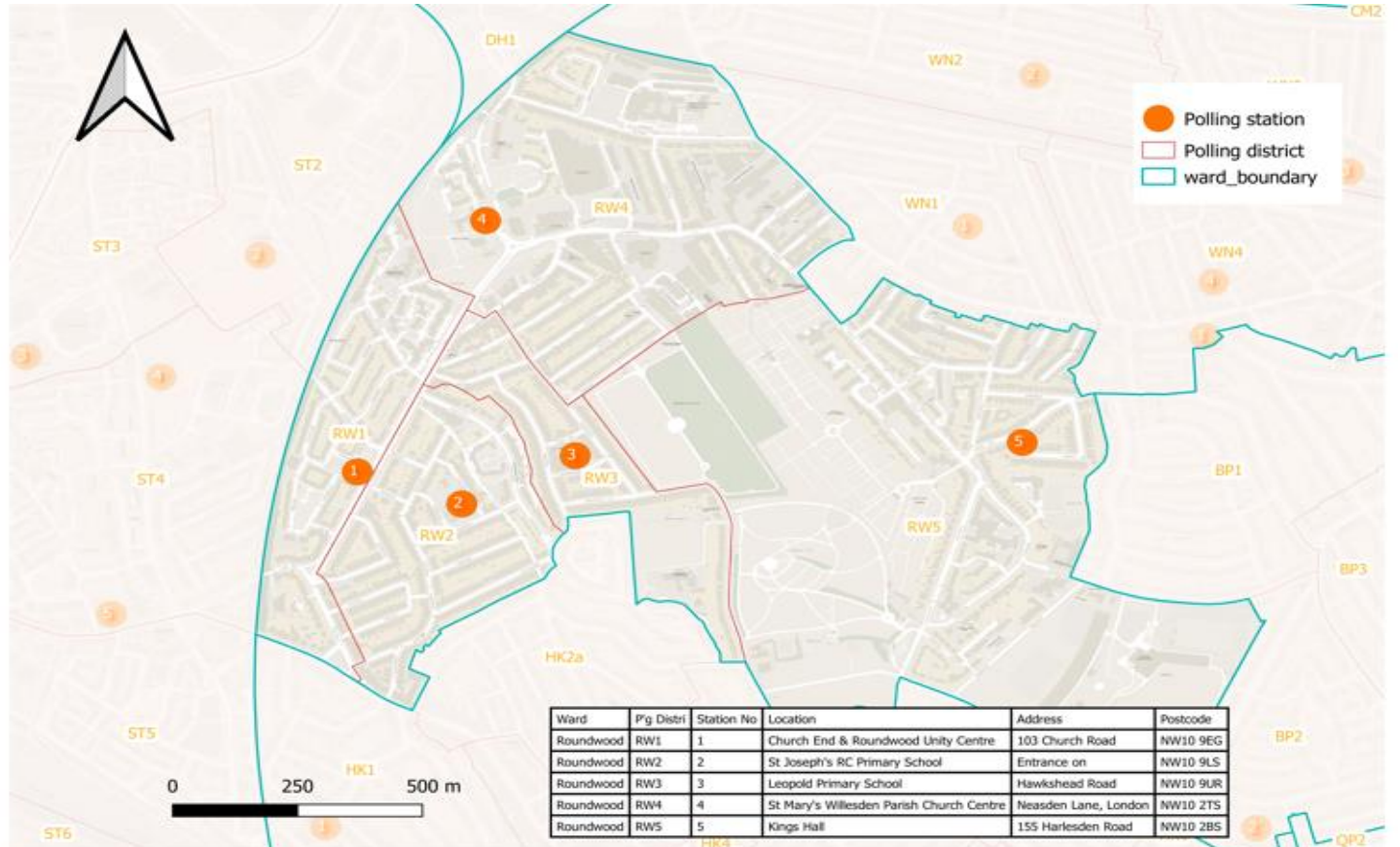
Roundwood

PD code	Existing Polling Station	Proposed Polling Station
RW1	Church End & Roundwood Unity Centre	Church End & Roundwood Unity Centre
RW2	St Joseph's RC Primary School	St Joseph's RC Primary School
RW3	Leopold Primary School	Leopold Primary School
RW4	St Mary's Willesden Parish Church Hut in Car Park, St Mary's	St Mary's Willesden Parish Church
RW5	Kings Hall	Kings Hall

Existing polling districts and polling stations



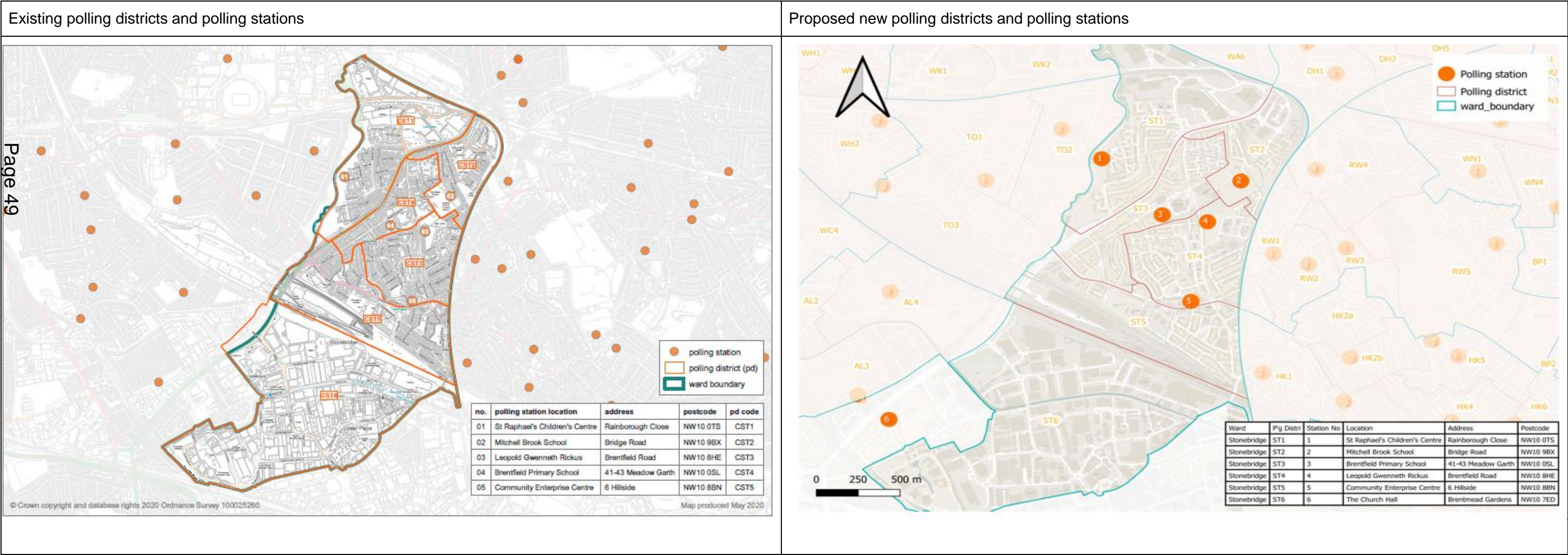
Proposed new polling districts and polling stations





Stonebridge

PD code	Existing Polling Station	Proposed Polling Station
ST1	St Raphael's Children Centre	St Raphael's Children Centre
ST2	Mitchel Brook Primary School	Mitchel Brook Primary School
ST3	Brentfield Primary School	Brentfield Primary School
ST4	Leopold Gwenneth Rickus	Leopold Gwenneth Rickus
ST5	Community Enterprise Centre	Community Enterprise Centre
ST6	The Church Hall, Brentmead Gardens	The Church Hall, Brentmead Gardens

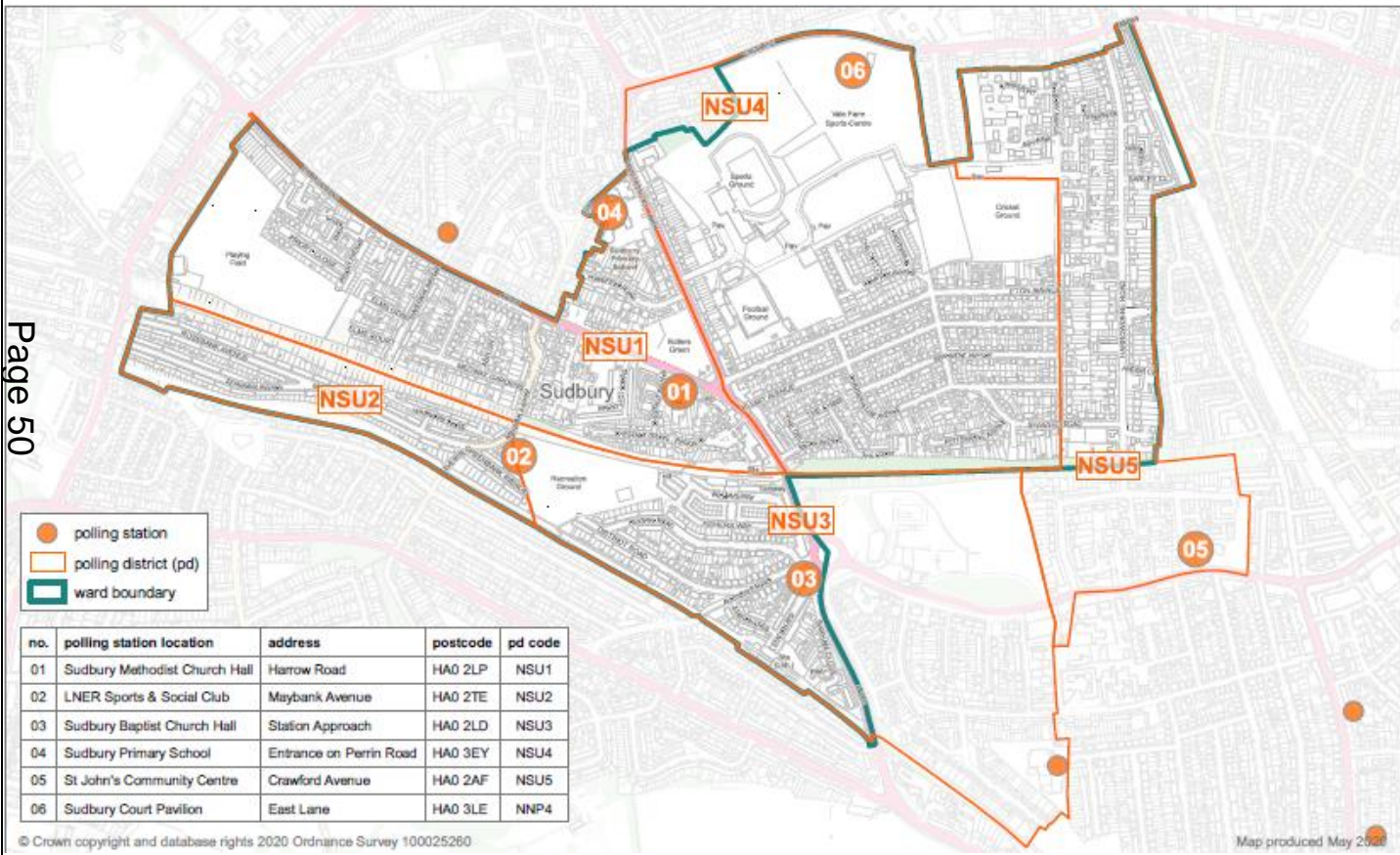




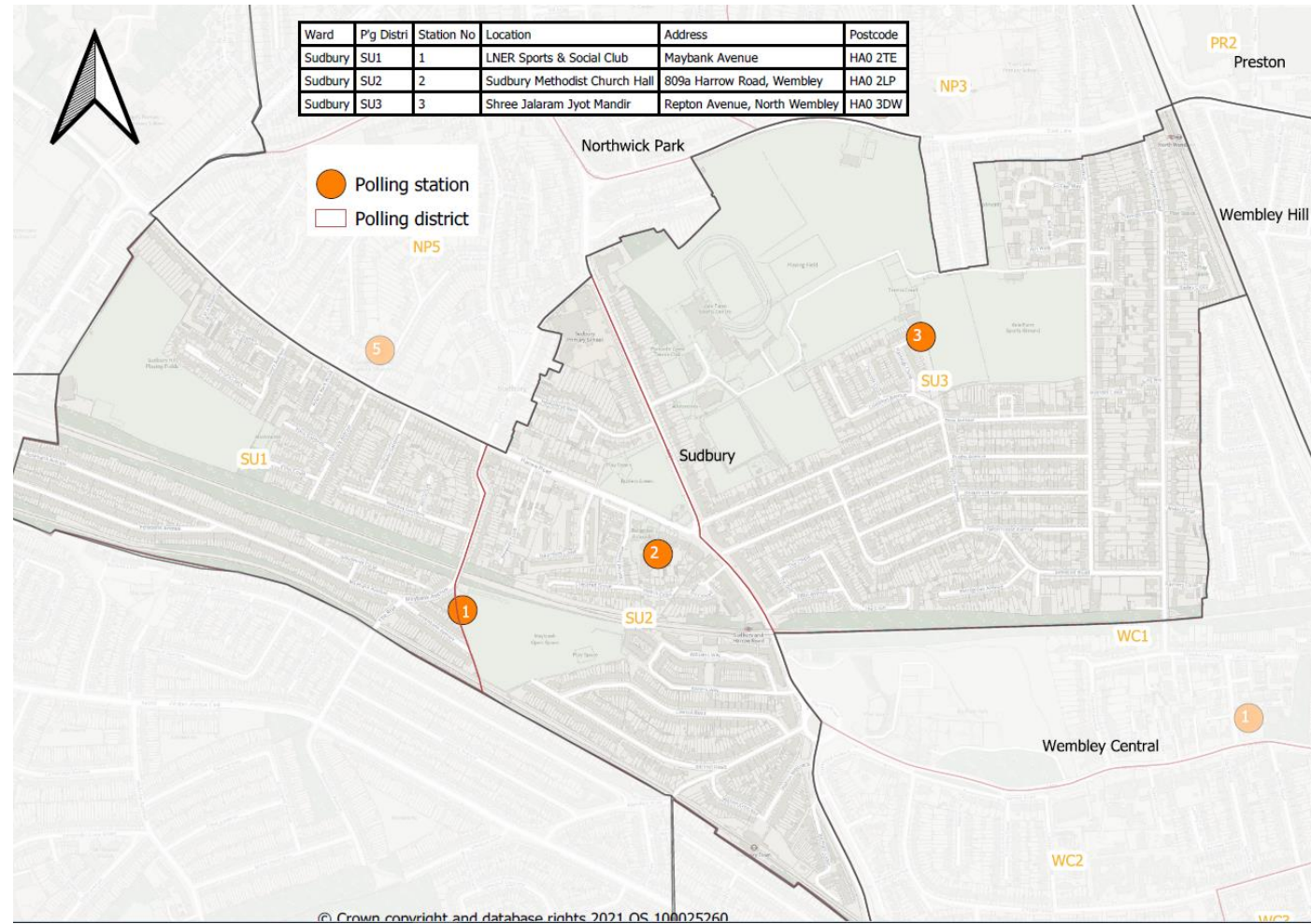
Sudbury

PD code	Existing Polling Station	Proposed Polling Station
SU1	LNER Sports & Social Club	LNER Sports & Social Club
SU2	Sudbury Methodist Church Hall Sudbury Primary School Sudbury Baptist Church	Sudbury Methodist Church Hall
SU3	Vale Farm Sports Centre	Shree Jalaram Jyot Mandir Temple Hall

Existing polling districts and polling stations



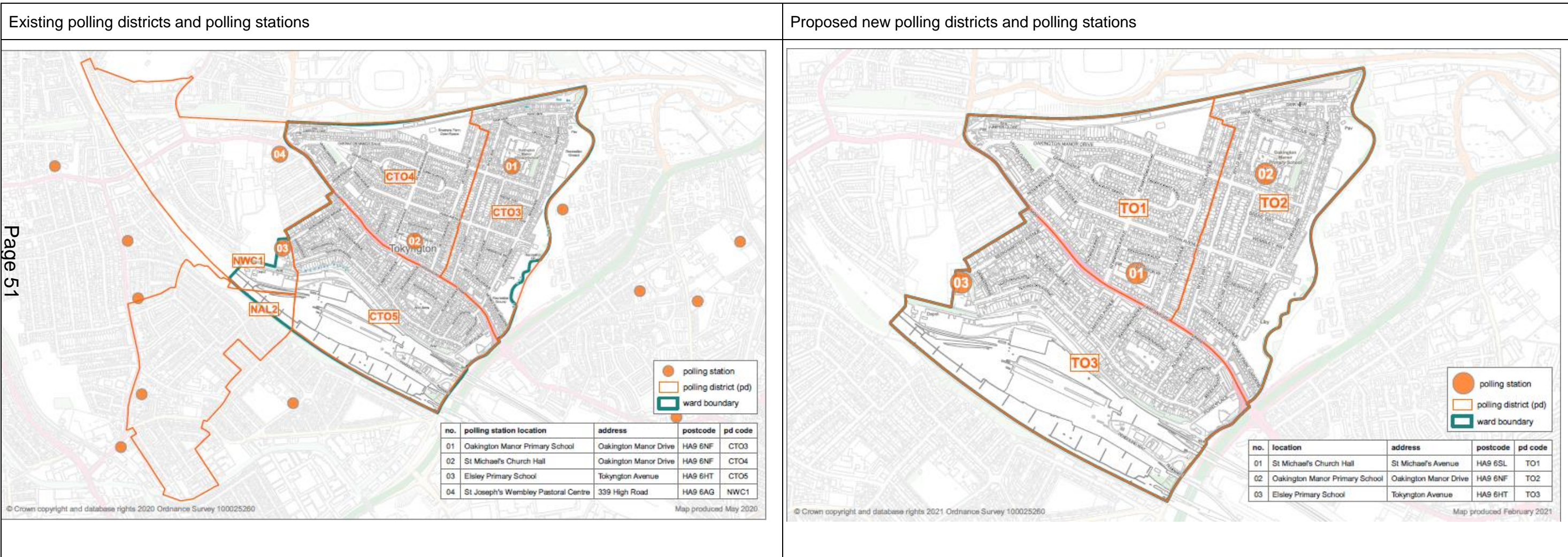
Proposed new polling districts and polling stations





Tokyngton

PD code	Existing Polling Station	Proposed Polling Station
TO1	St Michael's Church Hall	St Michael's Church Hall
TO2	Oakington Manor Primary School	Oakington Manor Primary School
TO3	Elsley Primary school	Elsley Primary school

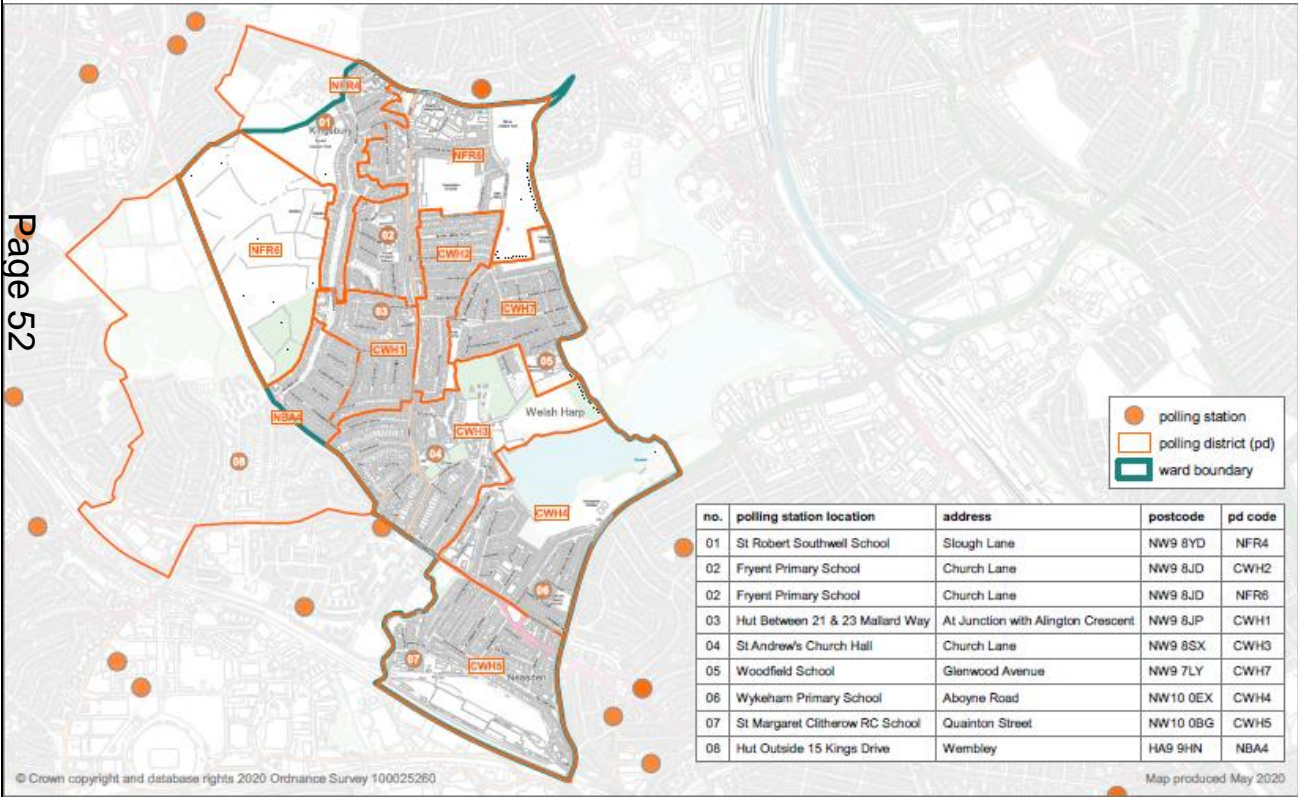




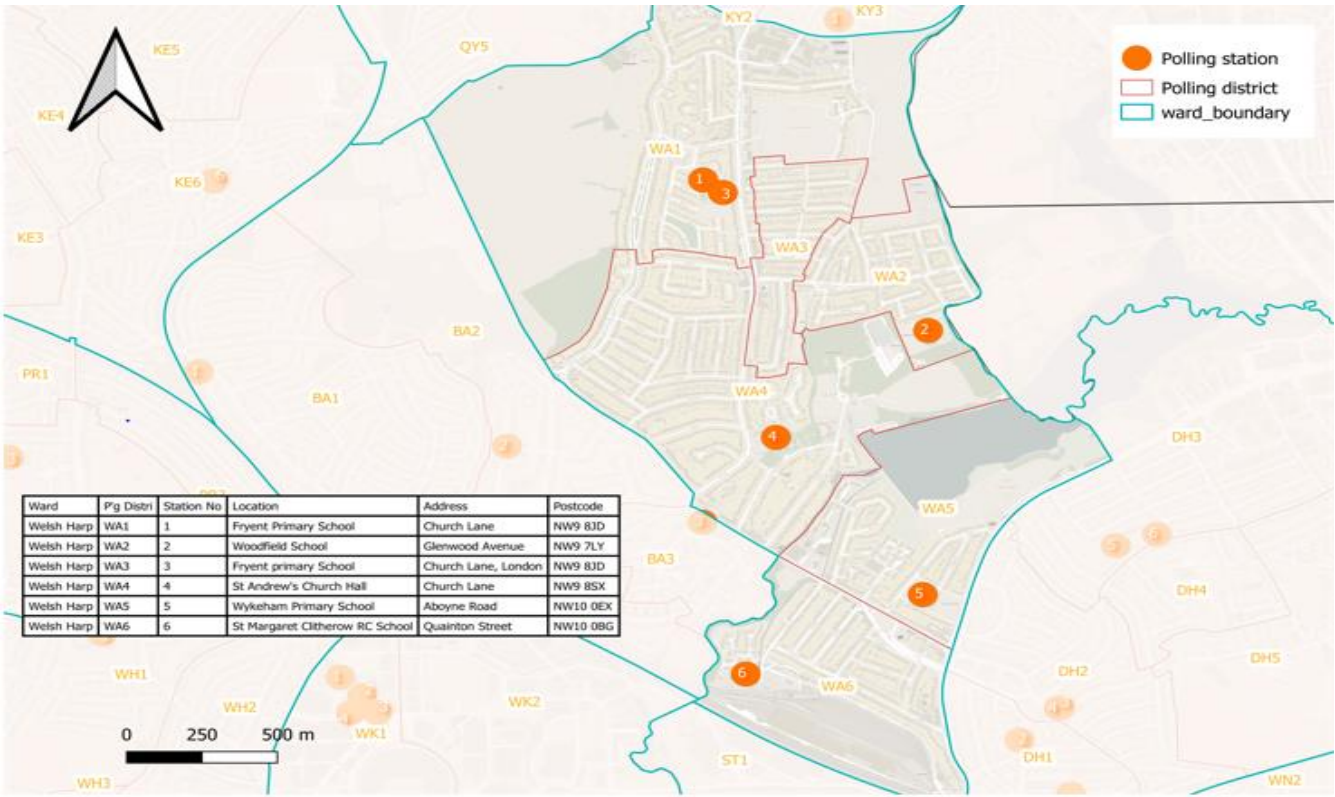
Welsh Harp

PD code	Existing Polling Station	Proposed Polling Station
WA1	Fryent Primary School	Fryent Primary School
WA2	Woodfield School	Woodfield School
WA3	Fryent Primary School	Fryent Primary School
WA4	St Andrew's Church Hall	St Andrew's Church Hall
WA5	Wykeham Primary School	Wykeham Primary School
WA6	St Margaret Clitherow RC School	St Margaret Clitherow RC School

Existing polling districts and polling stations



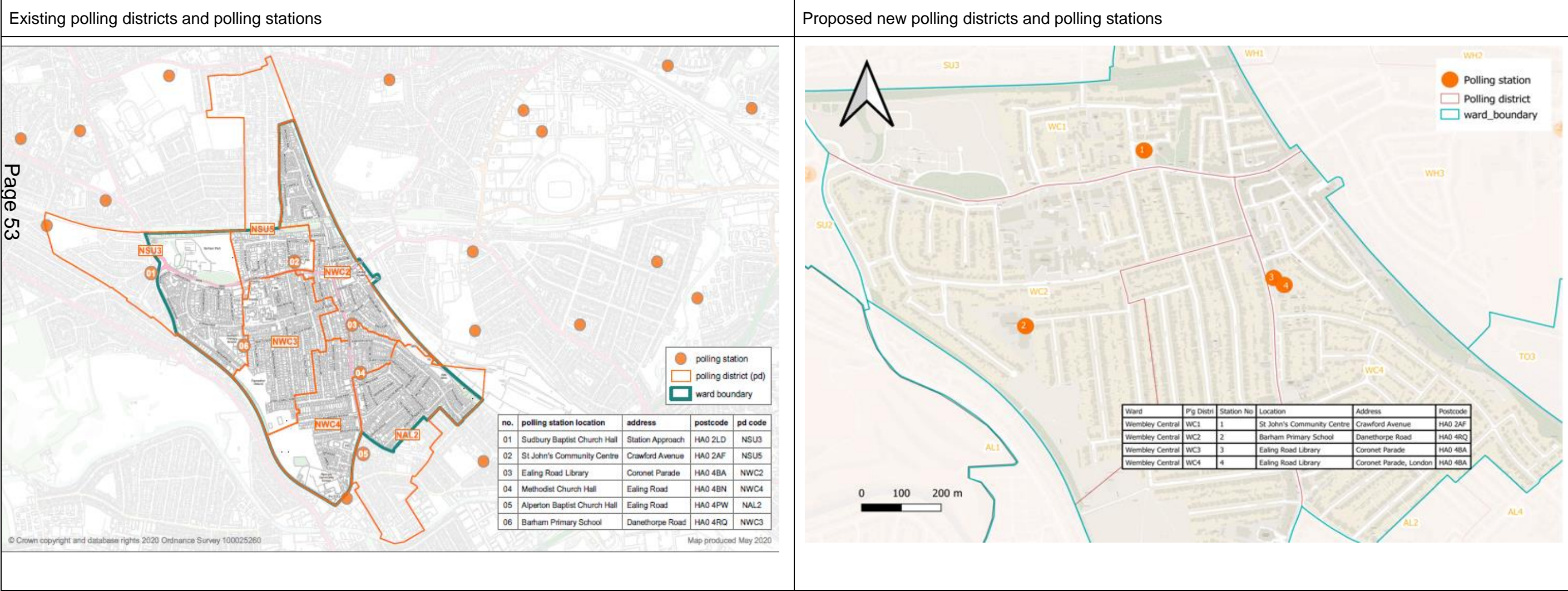
Proposed new polling districts and polling stations





Wembley Central

PD code	Existing Polling Station	Proposed Polling Station
WC1	St John's Community Centre	St John's Community Centre
WC2	Barham Primary School	Barham Primary School
WC3	N/A	Ealing Road Library
WC4	Methodist Church Hall Ealing Road Library	Ealing Road Library





## Wembley Hill

PD code	Existing Polling Station	Proposed Polling Station
WH1	Wembley Primary School	Wembley Primary School
WH2	N/A	Park Lane Methodist Church Hall
WH3	St Joseph's Wembley Pastoral Centre	St Joseph's Wembley Pastoral Centre

**Existing polling districts and polling stations**

Legend:

- polling station
- polling district (pd)
- ward boundary

no.	polling station location	address	postcode	pd code
01	Wembley Primary School	East Lane	HA9 7NW	NPR4
02	Brent Civic Centre	Engineers Way	HA9 0FJ	CTO2
03	St Joseph's Wembley Pastoral Centre	339 High Road	HA9 6AG	NWC1

Map produced May 2020

**Proposed new polling districts and polling stations**

Legend:

- polling station
- polling district (pd)
- ward boundary

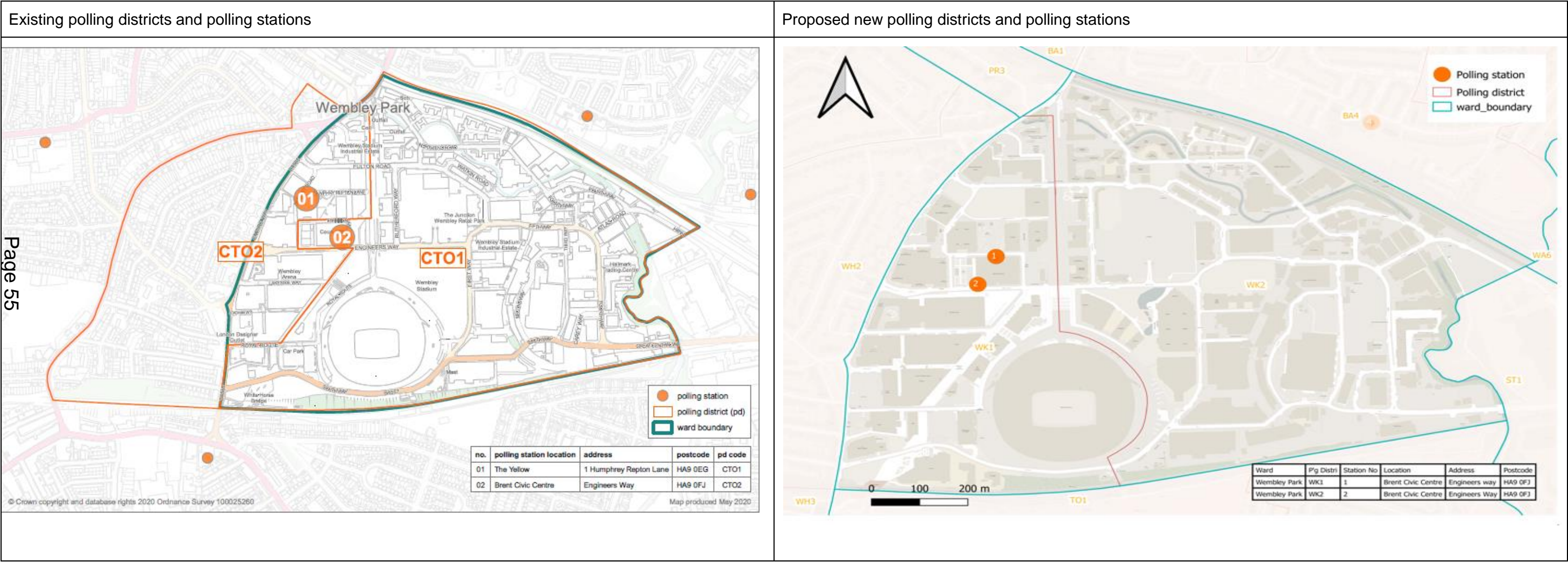
no.	location	address	postcode	pd code
01	Wembley Primary School	East Lane	HA9 7NW	WH1
02	Park Lane Methodist Church Hall	Park Lane	HA9 7SG	WH2
03	St Joseph's Wembley Pastoral Centre	339 High Road	HA9 6AG	WH3

Map produced February 2021



Wembley Park

PD code	Existing Polling Station	Proposed Polling Station
WK1	Brent Civic Centre (Marriage Room)	Brent Civic Centre (Marriage Room)
WK2	Brent Civic Centre (Library)	Brent Civic Centre (Library)

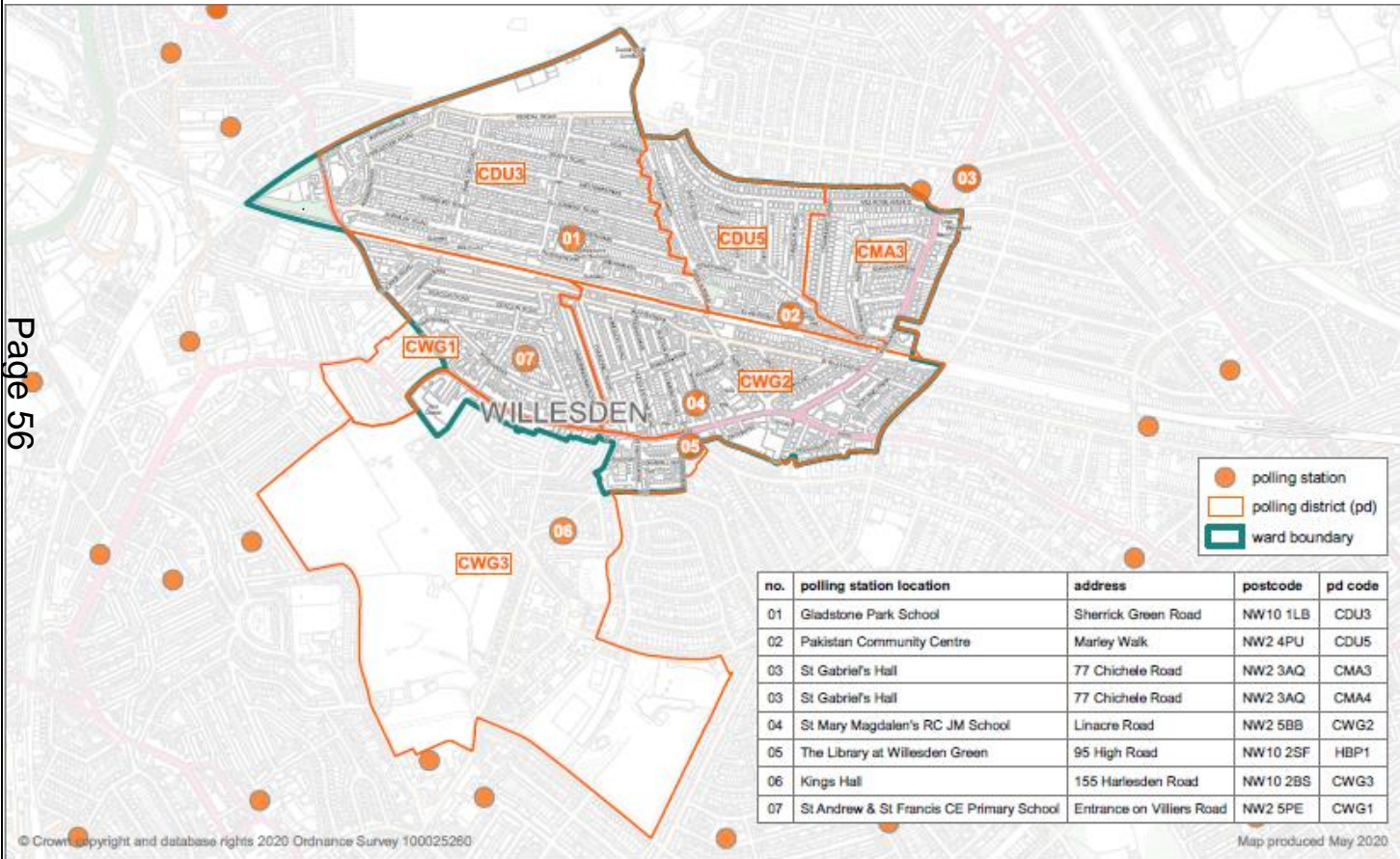




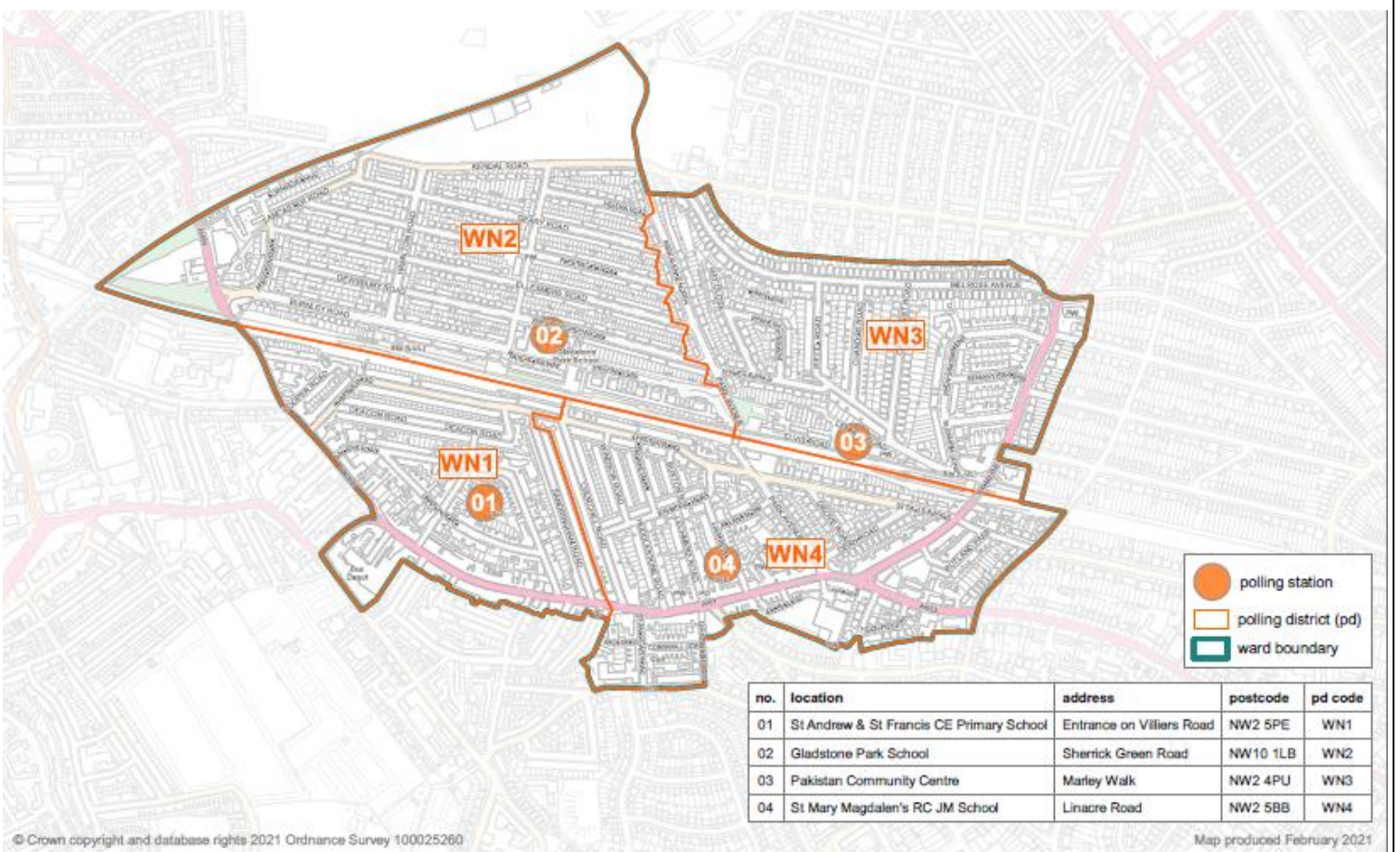
Willesden Green

PD code	Existing Polling Station	Proposed Polling Station
WN1	St Andrew & St Francis Primary School	St Andrew & St Francis Primary School
WN2	Gladstone Park School	Gladstone Park School
WN3	Pakistan Community Centre	Pakistan Community Centre
WN4	St Mary Magdalene's School	St Mary Magdalene's School

Existing polling districts and polling stations



Proposed new polling districts and polling stations



	<b>General Purposes Committee</b> 8 November 2021
	<b>Report from the Head of Paid Service</b>
<b>Christmas Closure 24<sup>th</sup> December 2021</b>	
<b>Wards Affected:</b>	All
<b>Key or Non-Key Decision:</b>	N/A
<b>Open or Part/Fully Exempt:</b> <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
<b>No. of Appendices:</b>	None
<b>Background Papers:</b>	None
<b>Contact Officer(s):</b> <small>(Name, Title, Contact Details)</small>	Martin Williams Head of HR Email: <a href="mailto:martin.williams@brent.gov.uk">martin.williams@brent.gov.uk</a> Tel: 020 8937 3209

## 1 Purpose of the Report

- 1.1 To provide General Purposes Committee with a proposal to recognise 24<sup>th</sup> December 2021 as an additional Bank Holiday leave day for staff.

## 2 Recommendation

- 2.1 That the Committee agrees that the 24<sup>th</sup> December 2021 is to be treated as an additional Bank Holiday leave day for staff.

## 3 Background

- 3.1 Many staff wish to take the 24<sup>th</sup> December as annual leave. The usual practice is that Council buildings close early on Christmas Eve. In recognising this and acknowledging the commitment of Brent staff throughout the COVID pandemic and subsequent programme of recovery in challenging circumstances, members are being asked to consider the proposal to allocate the 24<sup>th</sup> December 2021 as an additional day of Bank Holiday leave.

## **4 Detail**

- 4.1 Much like 2020, this year has been a significant year for the whole of the country as it has dealt with the challenges of COVID-19. Local Authorities and Brent in particular have had to deliver plans to return to business as usual following on from a significant period rising to the challenges of 2020 that no one could have foreseen. Brent was one of the local authorities that was hardest hit by the COVID-19 virus. Not only did the Council continue to deliver a range of outstanding day to day services to residents but it developed 'on the hoof' new ways of operating and delivering services that it had not previously delivered. The recovery from this period has been equally challenging.
- 4.2 Members can be reassured that if this proposal is agreed, the Council has a high performing range of out of hours' services that are able to respond quickly when required to do so and in particular, mobilise additional resources at short notice to respond to major incidents. These services are deployed at evenings, weekends and on Bank Holidays. By treating the 24<sup>th</sup> December as an additional Bank Holiday, those staff who undertake out of hours' work will not be disadvantaged.
- 4.3 If members are minded to agree this proposal there will be no consequential financial savings as the Civic Centre will still be open to accommodate external tenants. However, the positive impact this will have as a goodwill gesture to our workforce will be well received and very welcomed at what is still, and will be into the foreseeable future, a very difficult time.

## **5. Financial Implications**

- 5.1 There are no specific financial implications in this report.

## **6. Legal Implications**

- 6.1 There are no specific legal implications in this report.


## **7 Equality Implications**

- 7.1 Any equality implications in this report will be assessed on an on-going basis using data available.

**Report sign off:**

**Carolyn Downs**  
Chief Executive



	<b>General Purposes Committee</b> 8 November 2021
	<b>Report from the Strategic Director of Children and Young People &amp; the Director of Legal, HR, Audit &amp; Investigations.</b>
<b>Recruitment and Retention of Social Workers – Children and Young People.</b>	

<b>Wards Affected:</b>	All
<b>Key or Non-Key Decision:</b>	N/A
<b>Open or Part/Fully Exempt:</b> <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
<b>No. of Appendices:</b>	None
<b>Background Papers:</b>	None
<b>Contact Officer(s):</b> <small>(Name, Title, Contact Details)</small>	Nigel Chapman Operational Director Integration and Improved Outcomes Tel: 020 8937 4456 <a href="mailto:nigel.chapman@brent.gov.uk">nigel.chapman@brent.gov.uk</a>  Clare Ebune HR Manager 020 8937 4573 <a href="mailto:clare.ebune@brent.gov.uk">clare.ebune@brent.gov.uk</a>

## 1.0 Purpose of the Report

- 1.1 This report provides a further update to the Committee, following the most recent report in July 2020, on the impact of the decision, in October 2018, to introduce recruitment and retention initiatives to key social work roles within the Children and Young People's (CYP) department.
- 1.2 The report also provides information about the current position regarding social work staff retention within the department, with particular reference to current challenges for frontline child protection social work recruitment and retention in the Localities Service.
- 1.3 Finally the report sets out a proposed amended approach to recruitment and retention arrangements in order to address the Localities Service challenges.

## 2.0 Recommendations

- 2.1 That the Committee agree to amend two of the current recruitment and retention initiatives until the end of the 2022/23 financial year, with arrangements being reviewed again in late 2022. The proposed amendments to current initiatives are:
- To increase the one-off payment to newly recruited permanent social work staff on grades PO1-PO7 in the most hard to recruit to teams within the Localities service (Referral and Assessment teams, East and West long-term teams) from £5000 to £7500, on satisfactory completion of a probationary period.
  - To increase retention payments in the hard to recruit to social work teams in the Localities service, for all qualified social work staff graded PO1-PO7, from £1200 to £4500 per annum.
- 2.2 That the Committee agree that CYP recommend to the General Purposes Committee to maintain other previously agreed recruitment and retention initiatives:
- Continuation of the one-off payment of £5000 to newly recruited permanent social work managers, practice consultants and senior social workers in all other eligible teams, on satisfactory completion of a probationary period.
  - Continuation of a retention payment of £3600 to all other eligible qualified social work managers and social work practice consultant posts, payable after 36 months in role and on a recurring 36-month cycle. Senior social workers currently receive a retention payment.
  - Continuation of existing market supplement (retention payment) of £1,200 per annum to all other qualified social work eligible roles.
  - To continue to allow the department the discretion to provide relocation package support to key posts, up to a maximum of £5,000 in individual cases together with any COVID related costs associated with the recruitment of overseas social workers.
  - To continue to provide the opportunity for all qualified social workers within the remit of the scheme to rent key worker housing.
- 2.3 The Committee agree to continue with the delegation of authority to the Strategic Director, CYP, in consultation and regular review with the Director of Legal, HR and Audit and Investigations, to determine how recruitment and retention payments are offered across the department, with a continued focus on hard to recruit to posts.
- 3.0 **Background**
- 3.1 General Purposes Committee agreed in October 2018 that CYP could introduce recruitment and retention payments in hard to recruit to posts. This was in response to significant structural difficulties in recruiting and retaining more experienced social workers and first line social work management staff. A realignment of CYP social work activity took place in January 2018 and, whilst there were a number of benefits to frontline practitioners, recognised in the May 2018 Ofsted Inspection of Local Authority Children's Services, it had not resulted in an increase in the number of experienced social workers and social work management roles being taken up by permanent staff. As at September

2018 only 44% of experienced social workers and front line management posts (PO3, PO5 and PO7) were filled by permanent staff.

- 3.2 The issue of sufficiency of suitably qualified children's social work staff continues to be recognised as a national issue that the DfE is seeking to address through new routes into social work and better development pathways for future managers. The profession is noted as an occupation that appears on the list of skills shortages to enable overseas recruitment to fill key vacancies.
- 3.3 Previous reports to the Committee, in 2018, 2019 and 2020 set out what other London boroughs had introduced as incentives to recruit key social work staff. A recent benchmarking exercise (April 2021) of West London authorities was undertaken to consider current initiatives across the sub-region for social work posts (up to the Brent equivalent of PO3).

Local Authority	Ofsted Rating	Salary Range	Other Incentives
Brent	Good	£32,418 - £42,855	Annual £1200 retention payment £5k golden hello; key worker housing
Ealing	Requires Improvement	£32214 - £43839	No other incentives
Hillingdon	Good	£30585 - £43860	Annual £4k retention payment in frontline teams Annual £1.8k payment for practice educators
Harrow	Good	£34,545 - £42489	Annual £1500 market supplement Retention payment - £3,000 (payable after 3 years)
Barnet	Good	£39,040 - £51,065	No other incentives
Hounslow	Good	£33324 - £40869	£3k every 2 years
Hammersmith and Fulham	Good	£34689 - £44500	No other incentives
Kensington and Chelsea	Outstanding	£36,618 - £44598	£2.5k payment to child protection social workers; zone 1 & 2 travelcard.
Westminster	Outstanding	£34689 - £50000	No other incentives

- 3.4 As further comparison, Barking and Dagenham provide a £5k golden hello and £15k retention payment after 3 years of service and a 2-month paid sabbatical after 4 years in role and have reduced their reliance on agency staff to the London average figure (see paragraph 4.12 below).
- 3.5 The current departmental workforce strategy was refreshed in November 2019 and focuses on the following issues:
- Identifying and promoting the behaviours and practices which support strong teams so that managers are clear about what is expected of them and what support is available, in line with the Brent CYP Practice Framework.
  - Re-aligning the balance of experienced and new staff so that there is better throughput of work and managers can be freed up to focus on developing themselves and their teams.

- Identifying those teams which are particularly at risk from turnover and creating individualised support plans for those teams.

## 4.0 Update

4.1 Since the previous update to the Committee a number of recruitment rounds have taken place. The campaigns have been to recruit social workers at all levels (grades SO2 – PO7). There are generally no issues with recruiting newly qualified social workers at SO2 level and at any one time the department supports approximately 15 staff through their assessed year of practice (ASYE). The next recruitment round will start in November 2021 after the General Purposes Committee decision on whether to accept the proposed changes to recruitment and retention initiatives as described above.

4.2. The outcome of recent campaigns is detailed in the table below:

<b>Job type</b>	<b>Applications Received / Number Interviewed</b>	<b>Offers</b>	<b>Offers fulfilled</b>	<b>Number to receive R&amp;R payment based on new arrangement (denotes hard-to-fill team)</b>
<i>Team Manager (PO7)</i>				
June 2019	14 / 4	3	3	2
December 2019	17 / 8	3	3	3
November 2020	12/4	1	1	1
June 2021	6/3	2	In process	
<i>SWPC (PO5)</i>				
June 2019	11 / 4	3	3	1
July 2020	14/5	2	2	1
<i>Social Worker (SO2-PO3)</i>				
June 2019*	41 / 13	11	6	1
December 2019	17 / 6	3	2	1
May 2020*	83/27	10	7	0
Sep 2020	10/5	2	2	1
March 2021	21/7	3	0	n/a
April 2021*	85/21	11	8	0
August 2021*	58/18	7	In process	

\* Indicates a campaign that included recruitment of ASYEs.

4.3 For the LAC and Permanency service at management level (PO5 and PO7) the position in terms of permanent staffing has remained very high. There is only one vacant post. Social worker permanent staffing levels are also relatively high at 82%.

4.4 For the Localities service at management level the position in terms of permanent staffing remains stronger than in December 2018 where 45% of social work management posts were permanent; currently 75% of posts are filled by permanent staff. However the social worker permanent staffing level across Localities is 50%

4.5 The permanent management appointments have brought in staff from other local authorities as well as converting existing agency staff managers to

permanent contracts. They commented that the recruitment initiatives played a part in their decision to choose Brent or to convert to a permanent arrangement.

- 4.6 Separate to the recruitment programme has been the launch, in January 2019, of the social work career progression framework within the department. This built upon the existing programme that supports newly qualified social workers with the intention of 'growing our own' staff – particularly in supporting them to achieve Senior Social Worker status as current recruitment has failed to make progress to increase numbers in this role. The career development framework also enables talented staff to move through the promotion system at a faster pace.
- 4.7 Panels have been held every 6 months since May 2019 with at least 9 submissions being heard at each panel with a number of staff progressing at each into the senior social worker role. The progression framework is acting as part of the retention strategy with some staff commenting that they were considering leaving Brent before it was put in place.
- 4.8 The most recent panel was held in May 2021. There were 13 submissions from staff with 11 being successful, 6 of whom became senior social workers. The next panel will be held in November 2021.
- 4.9 Agency workers are regularly invited to convert to permanent contracts, facilitated by a fast-track process. In the last 3 months one team manager has converted to a permanent role from a frontline Localities team. However the feedback from most agency staff is that they prefer to retain the flexibility and higher weekly payments that agency work brings.
- 4.10 International recruitment of 13 qualified social workers from Southern Africa (5) and India (8) took place in 2019. Retention of international staff remains high – 12 of the 2019 cohort remain in role and more than half of a 2015 intake from South Africa still remain permanently employed. A further round of international recruitment has been taking place this year. Four social workers from Southern Africa started work last month, a further three are joining from the Caribbean this month with a final three roles to be recruited to before the end of this calendar year.
- 4.11 The recent introduction of key-worker housing as part of the recruitment package has not had the significant impact on recruitment rates that was anticipated. Currently three CYP social workers are key worker housing tenants with a further two going through the approval process. Further work is required to understand why the impact has been lower for social work professions than other key worker eligible roles.
- 4.12 However, despite all of the above initiatives, the overall position of permanent social work qualified staff across the whole department as at 31<sup>st</sup> August 2021 was 66%, a reduction from 78% at the time of the last report to the Committee. The reduction is due to particular recruitment and retention challenges in the Localities service and for social workers at all levels of experience in the PO1-PO3 range. There are many opportunities in the agency market for child protection social workers with rates of pay being offered by authorities in the South East and some London boroughs exceeding London Councils Memorandum of Understanding. Latest agency social worker data from London Councils (Apr-June 2021) for the 27 London boroughs that submitted a return

showed an average of 50 agency staff were used at any point in time by children's services in each borough during that 3-month period. The range however stretched from 4 agency staff used (Kensington and Chelsea and Westminster – where caseloads are the lowest in London) to 135 (Newham). The Brent figure was 74.

- 4.13 Recent recruitment rounds have not seen any significant rise in successful applications. To improve the situation it is proposed that the measures as recommended in paragraphs 2.1-2.3 above are taken to support an increase in the number of permanent staff in key social work roles. Funding for this will be met from within the CYP department.
- 4.14 Other factors that are known to contribute to recruiting and retaining staff include positive Ofsted inspection outcomes, stability at senior management levels and, most significantly, manageable caseloads for staff. Whilst CYP retains a 'Good' Ofsted rating and has stability in senior management, caseload levels have been rising across the East and West Localities teams since the end of the second lockdown in March 2021 and this is considered the biggest single factor in the current staffing challenge. To address this concern agreement was given in spring 2021 by the Chief Executive and Finance Director to increase staffing levels in some Localities teams and a realignment of service structure is underway (due to complete in December 2021) to create more manageable caseloads.

## **5.0 Financial Implications**

- 5.1 General Fund budgets for social worker staffing have been based on the average cost of permanent staff being employed. The cost to the council of engaging agency staff in these roles is greater than the cost of permanent staff (without retention and recruitment incentives being applied). Consequently, the recruitment of permanent staff prevents additional costs being incurred by the council.
- 5.2 The additional cost of agency staff in social work positions contributed to the overall overspend by the CYP department in 2018/19 and in 2019/20. The cost of the recruitment and retention initiatives are additional costs to the council, however, the initiatives can result in reducing budget pressures related to higher cost implications of agency staff.
- 5.3 If all vacancies and current agency posts (62) were filled by permanent staff the £7500 golden hello payments would total £529,170, with a cost beyond current arrangements of £176,390. The retention bonus of £4,500 would cost £209,961 annually for all current permanent staff and would be £527,463 with a full establishment. The costs beyond current existing arrangements would be £153,971 and £386,806 respectively (see Table below).

Summary Costing of Proposed Golden Hello and Retention Bonus Structure in Localities Service from January 2022					On Top of Current Golden Hello & Retention Bonus Arrangement		
Position	Grade	Current Permanent	Difference	Total Planned Establishment	Golden Hello (All Vacant and Agency Posts)	Retention (Current)	Retention (Total Planned Establishment)
Social Workers	PO1 - PO3	26	54	80	£153,630	£97,640	£300,432
Practice Consultants/Deputy Team Manager	PO5	8	0	8	£0	£30,043	£30,043
Team Managers	PO7	7	8	15	£22,760	£26,288	£56,331
Total		41	62	103	£176,390	£153,971	£386,806

5.4 Including these proposed payments the annual costs of permanent social workers (including on costs) would be slightly greater than the historical average equivalent agency cost (see Table below) but would bring the benefit of stability, consistency and the likelihood of greater productivity. It should be noted that the table below includes the historical average cost for agency workers – however currently rates above the long-term average level are required to secure new agency staff due to current market conditions.

Position	Grade	Agency		Permanent			Variance
		Weekly	Annual	Salary	Retention Bonus	Total	
Social Worker	PO2	£1,221	£58,603.20	£55,200	£5,121	£60,321	£1,717.80
Practice Consultant	PO5	£1,554	£74,594.40	£69,800	£5,121	£74,921	£326.60
Team Manager	PO7	£1,707	£81,919.20	£79,200	£5,121	£84,321	£2,401.80

## 6.0 Legal Implications

- 6.1 Where a supplement is paid on top of the evaluated grade of a post the potential for equal pay equality of terms claims arises. The council will need to demonstrate that there is a “material factor” which is neither directly nor indirectly sex discriminatory to avoid or defend any such claims. The situation highlighted in this report concerning the difficulties which have been experienced in recruiting and retaining suitable staff to these roles, for the reasons stated, could amount to a relevant “material factor” which the council could rely on in respect of justification for the need to offer additional financial incentive, in circumstances where this might result in a pay disparity. The need to continue to make recruitment and / or retention payments must, however, be kept under regular review, with reference to current evidence to ensure that the practice only continues for as long as it is justified by material market factors.

## 7.0 Equality Implications

- 7.1 The public sector equality duty, as set out in section 149 of the Equality Act 2010, requires the Council, when exercising its functions, to have “due regard” to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act, to advance equality of opportunity and foster good relations between those who have a “protected characteristic” and those who do not share that protected characteristic. The protected characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.
- 7.2 Having due regard involves the need to enquire into whether and how a proposed decision disproportionately affects people with a protected characteristic and the need to consider taking steps to meet the needs of persons who share a protected characteristic that are different from the needs of persons who do not share it. This includes removing or minimising disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic.
- 7.3 An Equality Impact Assessment was completed in respect of the proposals considered in the previous report to the GP Committee with the analysis being



based on the characteristics of ethnicity and gender as these were the two most significant types affected by the proposed changes. To ensure the analysis was sufficiently broad it also included staff undertaking similar tasks from the Community Wellbeing department. The overall analysis was that the risks that the criteria for applying the proposed payments disadvantage persons with a protected characteristics were low based on ethnicity and medium based on gender. It was considered that the market evidence, establishing that there was a material factor (namely market conditions for recruitment to the affected posts) justified the pay disparity.

## **8.0 Consultation with Ward Members and Stakeholders**

Not Applicable (N/A)

## **9.0 Human Resources/Property Implications (if appropriate)**

The Human Resources implications have been contained within the main body of the report above.

## **10.0 Next Steps**

- 10.1 Monthly progress meetings to consider the impact of the recruitment and retention initiatives continue to take place.
- 10.2 Human Resources will continue to consider any demand pressures within other departments of the Council and the corporate implications where there are similar skills shortages in hard to recruit to posts.

### **Report sign off:**

Gail Tolley  
Strategic Director of Children and  
Young People

Debra Norman  
Director of Legal, HR, Audit &  
Investigations

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	<b>General Purposes Committee</b> 8 November 2021
	<b>Report from the Director of Finance</b>
<b>Pensions Agreement – Greater London Council and Inner London Education Authority</b>	

<b>Wards Affected:</b>	All
<b>Key or Non-Key Decision:</b>	Non-Key
<b>Open or Part/Fully Exempt:</b> <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Part Exempt The Appendix to the report is not for publication as it relates to the following category of exempt information as specified under Part 1, Schedule 12A of the Local Government Act 1972, namely: "Information relating to the financial or business affairs of any particular person (including the authority holding that information)"
<b>No. of Appendices:</b>	One Appendix A (exempt) LPFA Pensions Agreement
<b>Background Papers:</b>	None
<b>Contact Officer(s):</b> <small>(Name, Title, Contact Details)</small>	Minesh Patel Director of Finance Email: <a href="mailto:minesh.patel@brent.gov.uk">minesh.patel@brent.gov.uk</a> Tel: 020 8937 4043  Rav Jassar Head of Finance Email: <a href="mailto:ravinder.jassar@brent.gov.uk">ravinder.jassar@brent.gov.uk</a> Tel: 020 8937 1487

## 1.0 Purpose of the Report

- 1.1 The purpose of this report is to set out a proposed agreement between the Council and the London Pension Fund Authority (LPFA) in respect of funding

the historical pension liabilities of Greater London Council (GLC) and the Inner London Education Authority (ILEA).

## **2.0 Recommendation(s)**

- 2.1 To note the additional liability due to the LPFA as at 31 March 2019, relating to deferred, pensioner and dependent liabilities for which the Council is responsible.
- 2.2 To delegate authority to the Director of Finance to agree the final terms of and sign an agreement between the LPFA and London Boroughs in respect of the Council's GLC/ILEA liabilities (Appendix A - exempt).
- 2.3 To delegate authority to the Director of Finance to manage the funding of the liabilities until full repayment.

## **3.0 Background**

- 3.1 After the Greater London Council (GLC) was abolished in 1986, and the Inner London Education Authority (ILEA) was abolished in 1990, the London Residuary Body took over responsibility for administering the remaining liabilities of those organisations (including pension liabilities). Individuals employed by GLC or ILEA at the time of their abolition had their employment transferred to the Boroughs. Pension liabilities in respect of these individuals were also transferred to the relevant Borough's LGPS Fund.
- 3.2 However, liabilities in respect of former employees of GLC and ILEA (deferred pensioners and pensioners) did not transfer to the Boroughs. These liabilities remained with the London Residuary Body. In 1996, LPFA took over the administration of these liabilities. At that time, LPFA received assets that were assessed as being sufficient to cover the liabilities
- 3.3 Since then, there have been a number of factors that have resulted in a funding deficit emerging. These include:
  - The dot com bubble
  - The 2008 financial crisis
  - Steadily improving pensioner longevity
- 3.4 Most other pension funds (both in the private sector and within the LGPS) have responded to these issues by making additional contributions to address the funding deficit. By contrast, LPFA has not received any contributions in respect of the GLC/ILEA liabilities at any time in the past 25 years. As a result, there is now a funding shortfall, which was most recently valued at £140m (77% funded) as at 31 March 2019.
- 3.5 As well as running the pension fund, LPFA also administers two other liabilities on behalf of the former GLC/ILEA. These are:
  - Asbestosis claims, and
  - Unfunded pension payments

These are collectively referred to as the Residual Liabilities, and they sit outside the pension fund. In order to fund these payments, LPFA raises the Inner London Levy and Greater London Levy under the Levying Bodies (General) Regulations 1992. The payments LPFA makes in respect of the Residual Liabilities vary from year to year (for example the number of asbestosis claims varies considerably over time). However, to provide stability to the Boroughs, the total levy amount has been kept the same for over 10 years. Over time, it is expected that the Residual Liability payments will fall (as the population of eligible asbestosis claimants shrinks and the unfunded pensioners pass away).

- 3.6 The London Borough Councils are collectively responsible for meeting the historical pension fund liabilities resulting from the abolition of the Greater GLC and ILEA. The LPFA was formed in 1989 to administer the assets and liabilities remaining within these funds.
- 3.7 The Society of London Treasurers (SLT) is comprised of Section 151 officers, from all 32 London Boroughs, the City and the GLA and aims to represent the interest of London on key local government financial matters. The SLT and LPFA have jointly proposed that 90% of this liability should be apportioned to the London Borough Councils based on the current GLA levy allocation.
- 3.8 The Council currently pays an annual levy to the LPFA to cover other unfunded liabilities within the fund. These payments are forecast to decrease over time as liabilities are repaid. Under the proposed agreement, as the current levy starts to reduce, then the London Borough Council's will be able to use the funding set aside to maintain the levy payments to meet the additional liabilities.

#### **4.0 Financial Implications**

- 4.1 The Council currently pays an annual levy to the LPFA in relation to the unfunded liabilities of the GLC and ILEA, which is forecast to decrease over time as liabilities are repaid. The Society of London Treasurers and the London Pension Fund Authority have proposed that as the Current Levy Share starts to reduce, this will enable the Boroughs to use their funding which they have set aside to meet the Current Levy Share to pay off their proportionate share of remaining liabilities.
- 4.2 In addition to the funding arrangements proposed above, the Council historically set up an earmarked reserve specifically for this purpose as it had a legal obligation to fund these liabilities at some point in the future. Under the proposed allocation methodology the proportionate share for Brent is estimated to be in the region of £1.8m (or 1.4%). The value of liabilities will be revalued by the actuary at each triennial valuation with each Borough responsible for funding the deficit calculated. Overall, by maintaining the current levy rate and making use of the earmarked reserve, the signing of the agreement is not expected to create an additional budgetary pressure for the council.

#### **5.0 Legal Implications**

- 5.1 The London Pensions Fund Authority (LPFA) was established by the London Government Reorganisation (Pensions etc.) Order 1989. The property rights and liability of the London Residuary Body (the successor to the GLC etc) in

relation to pensions were transferred to it and under the same order the LPFA was given the power to raise levies on inner and outer London Boroughs in accordance with the Order.

- 5.2 In formulating its budget for each financial year, the LPFA should have regard to the following general principles:
- It must exercise its statutory powers and duties for the purposes they were enacted and must comply with the requirements of all relevant enactments;
  - It is under a duty at common law to act reasonably in the Wednesbury sense (i.e. it must take into account relevant factors and no irrelevant ones and must not come to a decision that is irrational);
  - It has to comply with its duty properly to administer the Pension Fund in accordance with the applicable legislation and its fiduciary duty to promote the financial interests of the pensioners, members and employers of the Fund;
  - It has a general fiduciary duty to the council taxpayers of the authorities upon which any levy is to be raised to strike a fair balance between the financial interests of those taxpayers and those who will benefit from the expenditure or the forgoing of income.
- 5.3 The payment mechanism can be entered into voluntarily as proposed, as the only alternative would be for the London Pension Fund Authority to apply to the Department of Levelling Up, Communities and Housing to issue regulations that would be legally binding on the Council.
- 5.4 The payments due under the proposed agreement will be funded from an existing reserve for the purpose and so the General Purposes Committee may make this decision.

## **6.0 Equality Implications**

- 6.1 None arising directly from this report

## **7.0 Consultation with Ward Members and Stakeholders**

- 7.1 Not applicable for this report.

## **8.0 Human Resources/Property Implications (if appropriate)**

- 8.1 Not applicable for this report.

**Report sign off:**

**Minesh Patel**  
Director of Finance

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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