

MINUTES OF THE GENERAL PURPOSES COMMITTEE
Tuesday, 6th September 2005 at 7.00 pm

PRESENT: Councillor John (Chair), Councillor Coughlin (Vice-Chair) and Councillors R Colwill (part), Kagan, D Long, H B Patel and R S Patel.

Apologies for absence were submitted on behalf of Councillor Blackman.

1. Declarations of Personal and Prejudicial Interests

None.

2. Minutes of the Previous Meeting – 10th August 2005

RESOLVED:-

that the minutes of the meeting of the Committee held on 10th August 2005 be approved as an accurate record.

3. Matters Arising

None.

4. Deputations

None.

5. Authority to Invite Tenders for Occupational Health Service Contract

The Committee received a report which concerned the provision of occupational health services to the Council. These services were provided by Occupational Health Westminster under a contract which was due to expire on 31st March 2006. The report before the Committee requested approval to invite tenders in respect of a contract for the provision of occupational health services to the Council for a three-year period commencing 1st April 2006 with an option to extend the contract for a further two-year period, as required by Contract Standing Orders 88 and 89. Members heard that this contract also assisted with reduction of sickness absence and thereby helped to ensure a healthy workforce.

Some members referred to paragraph 5.2 (p12) and requested additional information regarding the provision of funds to meet the costs of the block contract which were contributed in part by the Pension Fund. Duncan McLeod, Director of Finance, advised members that the cost of ill-health retirements had dropped on a year-on-year basis since the introduction of this contract. The subsequent

cost to the Pension Fund had also dropped and consequently funds had been directed towards meeting the costs of the block contract.

Members heard from Pat Keating, Employee Relations Manager, that suggestions for additions to the contract specification had included proposals for educating staff with regard to healthier lifestyles, and that this was one possibility being considered for inclusion in future.

RESOLVED:-

- (i) that approval be given to the pre-tender considerations and the criteria to be used to evaluate tenders as set out in paragraph 3.11 of the report, subject to the Executive also giving approval to the pre-tender considerations and criteria;
- (ii) that approval be given to officers to invite tenders and evaluate them in accordance with the approved evaluation criteria referred to in paragraph (i) (above), subject to the Executive also giving its approval to invite tenders and evaluate them in accordance with the evaluation criteria.

6. **Minutes of Sub-Committees**

RESOLVED:-

that the following sets of minutes be received and noted:-

- (i) Senior Staff Appointments Sub-Committee – 6th September 2004;
- (ii) Senior Staff Appointments Sub-Committee – 13th September 2004;
- (iii) Brent Pension Fund Sub-Committee – 23rd February 2005.

7. **Sub-Committee Membership Changes**

RESOLVED:-

that the following membership changes be agreed:-

- Staff Appeals Sub-Committee (A)

that Councillor R Moher be appointed first alternate for Councillor D Long.

8. **Appointments to Outside Bodies**

None.

9. **Any Other Urgent Business**

None.

The meeting ended at 7.20 pm

A JOHN
Chair

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