



General Purposes Committee

Thursday 31 March 2016 at 6.00 pm

Board Room 2 - Brent Civic Centre, Engineers Way,
Wembley HA9 0FJ

Membership:

Members

Councillors:

Butt (Chair)
Moher (Vice-Chair)
Denselow
Hirani
Kansagra
McLennan
Pavey
Southwood

Substitute Members

Councillors:

Kabir, Khan, Mahmood, Mashari, McLeish,
J Mitchell Murray and Nerva

Councillors:

Colwill and Maurice

For further information contact: Peter Goss, Democratic Services Officer
020 8937 1353, peter.goss@brent.gov.uk

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit:

democracy.brent.gov.uk

The press and public are welcome to attend this meeting

Agenda

Introductions, if appropriate.

Apologies for absence and clarification of alternate members

Item	Page
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1	Declarations of personal and prejudicial interests	
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Members are invited to declare at this stage of the meeting, any relevant financial or other interest in the items on this agenda.

2	Minutes of the previous meeting	1 - 4
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3	Matters arising (if any)	
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4	Deputations (if any)	
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5	Appointments to Sub-Committees / Outside Bodies (if any)	
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6	Appointment of employer representative to the Pension Board	5 - 6
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The purpose of this report is to fill the vacancy on the Pension Board.

Wards Affected:

All Wards

Contact Officer: Conrad Hall, Chief Finance Officer

Tel: 020 8937 6528

conrad.hall@brent.gov.uk

7	Independent Person Recruitment Process	7 - 8
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The purpose of this report is to update Members on the recruitment process for Independent Persons and to recommend a change to the short-listing and interview process.

Wards Affected:

All Wards

Contact Officer: Mildred Phillips, HR Director

Tel: 020 8937 5442

mildred.phillips@brent.gov.uk

8 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 his representative before the meeting in accordance with Standing Order 64.



- Please remember to set your mobile phone to silent during the meeting.
- The meeting room is accessible by lift and seats will be provided for members of the public.

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LONDON BOROUGH OF BRENT

MINUTES OF THE GENERAL PURPOSES COMMITTEE Monday 25 January 2016 at 6.00 pm

PRESENT: Councillor Butt (Chair), Councillor Moher (Vice-Chair) and Councillors Denselow, Hirani, Kansagra, McLennan, Pavey and Southwood

Also present: Councillors S Choudhary

Apologies for absence were received from: Councillors

1. **Declarations of personal and prejudicial interests**

None declared.

2. **Minutes of the previous meeting**

RESOLVED:-

that the minutes of the previous meeting held on 16 December 2015 be approved as an accurate record of the meeting.

3. **Matters arising**

None.

4. **Deputations**

None received.

5. **Appointments to Sub-Committees / Outside Bodies**

None.

6. **Calculation of Council Tax Base 2016/17**

The committee had before it the report which set out council tax base calculations to be used for 2016/17. The level of council tax base set is used in the calculation of the council tax for 2016/17. Regulations require that the council tax base is set by 31st January prior to the start of the financial year.

RESOLVED:

- (i) that the collection rate for the council tax for 2016/17 be set at 97.50%;

- (ii) that in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992, the amount calculated by the council as its council tax base for 2016/17 be set at 89,254.

7. Review of Polling Places

The committee consider the report setting out the outcome of a review of polling places with recommendations for the elections in May 2016. Only a small number of changes were being proposed where circumstances required consideration of alternative premises. No alterations to polling district boundaries were being proposed.

Members expressed concern over the proposed siting of the temporary polling place on Kings Drive. It was suggested that another approach be made to use St Catherine's Church. The committee asked that for future elections re-consideration be given to the polling place for electors living in student nursing accommodation in Northwick Park.

RESOLVED:

- (i) that discussions continue with the Winston Churchill Lycée with a view to using it as a polling place for NBA4 polling district in Barnhill ward but if this cannot be agreed temporary portacabins be situated in the vicinity of the school with the exact arrangements being subject to consultation with the ward members;
- (ii) that in the absence of viable alternatives, the use of Ark Franklyn Academy be agreed in principle as the polling place for HQP3 and HQP5 polling districts in Queen's Park ward and further discussions be held with the Head;
- (iii) that in view of the unavailability of St Joseph's RC School, Church End and Roundwood Unity Centre be the polling place for CHA3 polling district;
- (iv) that a further approach be made for the use of St Catherine's Church as the polling place for voters in CDU2 polling district in Dudden Hill ward but if this cannot be agreed portacabins be situated in Mulgrave Road in preference to the site of Christ Temple on Clifford Way;
- (v) that the new Willesden Green Library be the polling place for electors in HBP1 polling district in Brondesbury Park ward;
- (vi) that the polling places approved at this meeting be adopted for the Greater London Mayoral and Assembly elections;
- (vii) that in the event of any venue becoming unavailable before the May 2016 elections, authority be delegated to the Democratic Services Manager to make alternative arrangements for polling places for these elections in consultation with the leaders of the political groups of the Council.


8. Any other urgent business

None.

The meeting closed at 6.20 pm

M BUTT
Chair

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 Brent	<p>General Purposes Committee 31 March 2016</p> <p>Report from the Chief Finance Officer</p>
<p>For Action Wards affected: ALL</p>	
<p>Appointment of employer representative to the Pension Board</p>	

1. Summary

1.1. The purpose of this report is to fill the vacancy on the Pension Board.

2. Recommendation

2.1. That the Committee appoints Angela Cattermole as the non-Brent Council employer representative on the Pension Board.

3. Detail

3.1. The Pension Board assists the Council with management of the pension scheme in a number of ways; chiefly by providing guidance and oversight.

3.2. Rules on membership, as agreed by the General Purposes Committee, state that the Pension Board shall be made up of:

- An independent Chair
- Two Brent Council pension fund employer representatives
- A non-Brent Council pension fund employer representative
- Two pension fund member trade union representatives
- A pension scheme member representative

3.3. The only vacancy on the Pension Board is the non-Brent Council pension fund employer representative. In fact this role has remained vacant since the Board was established.

3.4. On 2 February 2016, the board met for the second time. At this meeting a resolution was reached to again invite nominations from employer representatives from another employer within the pension fund.

- 3.5. In order to fill this vacancy, invitations were issued to organisations meeting the nomination requirements. Following a 26 day nomination period Kyush Modasia, Finance & Resource Director of Ark Academy nominated Angela Cattermole. No other nominations were received.
- 3.6. Angela Cattermole is employed at Ark Academy as Finance Officer.
- 3.7. The General Purpose Committee is invited to appoint Angela Cattermole to the Pension Board and thereby ensuring that the Board's membership is complete, balanced and fully representative of relevant stakeholders.

4. Financial Implications

- 4.1. None

5. Legal Implications

- 5.1. Approving the nomination will meet the Council's obligations under the:
 - Local Government Pension Scheme Regulations 2013 (as amended) which amongst other things requires that the membership of the Board comprises of an equal number of employer and member representatives; and
 - Terms of reference of the Board as set out in the Council's Constitution.

6. Diversity Implications

- 6.1. None

7. Staffing/Accommodation Implications (if appropriate)


- 7.1. None

Background Papers

- Letter inviting nominations
- Organisations invited to nominate

Contact Officer

Conrad Hall, Chief Financial Officer
0208 937 6528 conrad.hall@brent.gov.uk

 <p>Brent</p>	<p>General Purposes Committee</p> <p>31 March 2015</p> <p>Report from the Director Human Resources</p>
<p>For Action</p> <p>Wards Affected: ALL</p>	
<p>Independent Person Recruitment Process</p>	

1.0 Summary

- 1.1 The purpose of this report is to update Members on the recruitment process for Independent Persons and to recommend a change to the short-listing and interview process.

2.0 Recommendations

- 2.1 That the Director Human Resources, together with two Strategic Directors, shortlist and interview suitable applicants and recommend appointments to Full Council for approval.

3.0 Detail

- 3.1 On 16 December 2015, the Committee, amongst other things, approved the recruitment process for the appointment of new Independent Persons. It was proposed that the role be advertised and thereafter the Director Human Resources, the Leader and the lead Member for HR matters (i.e. the Deputy Leader) short-list applicants, conduct interviews and to recommend appointments to Full Council for approval.

- 3.2 Subsequently, on 19 February 2016, the vacancies were advertised and the closing

date for applications was 13 March 2016. The next stage therefore is to short-list and interview suitable candidates.

- 3.3 On reflection, having regard to the dual role of the Independent Person (i.e. to give views in the context of Member code of conduct complaints and the dismissal of certain statutory officers) as well as the fact that the appointments have to be approved by Full Council, it is proposed that the shortlisting and interviews be conducted by officers only. Namely, the Director Human Resources, together with two Strategic Directors.

4.0 Financial Implications

- 4.1 None arising from this report.

5.0 Legal Implications

- 5.1 None arising from this report.

6.0 Diversity Implications

- 6.1 None.

Background Papers

None

Contact Officer

Mildred Phillips, Director Human Resources, Brent Civic Centre, Wembley

Tel: 020 8937 5442; Mildred.Phillips@brent.gov.uk