



## General Purposes Committee\*

**Tuesday 17 July 2018 at 6.00 pm**

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

### Membership:

#### Members

Councillors:

M Butt (Chair)  
McLennan (Vice-Chair)  
Agha  
Colwill  
Farah  
Hirani  
Krupa Sheth  
Tatler

#### Substitute Members

Councillors:

Abdi, S Choudhary, Kabir, Knight, Miller, M Patel and  
Southwood

Councillors:

Kansagra and Maurice

**For further information contact:** James Kinsella, Governance Manager  
Tel: 020 8937 2063; Email: [james.kinsella@brent.gov.uk](mailto:james.kinsella@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](http://democracy.brent.gov.uk)**

**The press and public are welcome to attend this meeting**

\* Please note that this agenda has been re-published on Thursday 12 July 2018 to reflect the appointments made at the Full Council meeting on Monday 9 July 2018.

## **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 of trade union).

(b) The interests a 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, personal or prejudicial 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> To approve the minutes of the previous meeting as a correct record.	1 - 4
<b>5 Matters arising (if any)</b> To consider any matters arising from the minutes of the previous meeting.	
<b>6 Review of Representation of Political Groups and Appointments</b> At its meeting on 9 July 2018 Full Council is due to undertake a further review and determine the representation of political groups on its main committees as a result of the Council membership and political balance having changed following the countermanded election in Willesden Green on 21 June 2018. As soon as practicable after such a review, the General Purposes Committee is then required to review and determine the representation of political groups on its Sub-committees and then make appointments giving effect to the wishes of the political groups allocated seats.	5 - 8

**Wards Affected:** All

**Contact Officer:** James Kinsella  
Governance Manager  
Email: [james.kinsella@brent.gov.uk](mailto:james.kinsella@brent.gov.uk)  
Tel: 020 8937 2063

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

*To be tabled on the day.*

## **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 60.



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.

FIELD\_SUMMARY



## LONDON BOROUGH OF BRENT

### MINUTES OF THE GENERAL PURPOSES COMMITTEE Monday 21 May 2018 at 5.00 pm

**PRESENT:** Councillors M Butt (Chair), McLennan (Vice-Chair), Colwill, Farah, Krupa Sheth, Tatler and Southwood

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

Apologies for absence were received from Councillors Agha and Hirani, with Councillor Southwood being present as a substitute.

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 26 March 2018, be approved as an accurate record.

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

There were no matters arising.

6. **Market Supplements policy**

Martin Williams (the Council's Senior HR Transformation Lead) introduced the report proposing the introduction of a new Market Supplements policy to help address the difficulties being experienced in recruiting to some specific technical and professional roles.

Mr Williams stated that as a result of the economic recession and consequent changes to the jobs market from 2010, market supplement payments had been mostly phased out in Brent Council. Members were advised that a protocol for agreeing such payments in exceptional cases had been retained and market supplement payments were made to particular social work posts.

Mr Williams stated that the Protocol adopted in 2009 required all new market supplement payments to be approved by the General Purposes Committee. Members were informed that the jobs market had become more buoyant in recent

years and there were a number of posts it had proved difficult to recruit to at the salary level indicated by the evaluated grade. This had resulted in the use of agency staff and interims to cover vacancies, often at significantly higher cost.

Mr Williams stated that it was therefore proposed that a new Market Supplement Policy be adopted to allow market supplement payments to be approved by the Chief Executive, unless the proposed supplement exceeded specified parameters in which case it would be referred to the General Purposes Committee for approval.

Under the draft policy all market supplements must be the subject of HR and financial advice, and must be authorised by the relevant Strategic Director, before being submitted to the Chief Executive to approve or reject, or, in specified cases, to refer to the General Purposes Committee.

Market supplements for posts graded Hay 3 or above would be taken to the General Purposes Committee. The Committee would also approve market supplements which increased a salary by more than a threshold amount or percentage which, because of the number of posts to which they would apply, would cost in excess of a threshold amount.

In order to ensure that the payment of each market supplement remained justified, no market supplement could be agreed for an initial period of more than two years and the business case for a market supplement would be subject to a review after 12 months, if the supplement was agreed for a longer period than one year. The time-limited nature of a market supplement and the provision for review would be specified in the contract of employment of employees to whom it would be paid.

**RESOLVED:**

- (i) The contents of the Market Supplement Policy report be noted; and
- (ii) The Market Supplement Policy set out in Appendix A to the report be approved.

**7. Review of Representation of Political Groups and Appointments**

Councillor Butt, Leader of the Council, stated that at its meeting on 14 May 2018 Full Council reviewed and determined the representation of political groups on its main committees and subsequently agreed appointments in accordance with the wishes of the political groups concerned.

He stated that Members of the General Purposes Committee were now required to review and determine the representation of political groups on its Sub-committees and then make appointments giving effect to the wishes of the political groups.

**RESOLVED:**

- (i) The contents of the Review of Representation of Political Groups and Appointments report be noted;
- (ii) The size of each Sub-committee to be appointed by the Committee be agreed;

(iii) The allocation of seats to political groups on each of the Sub-committees be agreed in accordance with political balance rules.

(iv) Chairs and Vice-Chairs, Members and Substitutes be appointed to each Sub-committee as outlined in Minute Item 8.

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

**RESOLVED** that Members agree the following appointments to the General Purposes Sub-Committees:

### **SENIOR STAFF APPOINTMENTS SUB-COMMITTEE**

<b>M BUTT (C)</b>	<b>LABOUR</b>
<b>MCLENNAN (VC)</b>	<b>LABOUR</b>
<b>COLWILL</b>	<b>CONSERVATIVE</b>
<b>HIRANI</b>	<b>LABOUR</b>
<b>KRUPA SHETH</b>	<b>LABOUR</b>

#### **SUBSTITUTE MEMBERS:**

**LABOUR:** AGHA, FARAH, M PATEL, SOUTHWOOD

**CONSERVATIVE:** KANSAGRA, MAURICE

### **SENIOR STAFF APPEALS SUB-COMMITTEE**

<b>M BUTT (C)</b>	<b>LABOUR</b>
<b>MCLENNAN (VC)</b>	<b>LABOUR</b>
<b>HIRANI</b>	<b>LABOUR</b>
<b>KANSAGRA</b>	<b>CONSERVATIVE</b>
<b>KRUPA SHETH</b>	<b>LABOUR</b>

#### **SUBSTITUTE MEMBERS:**

**LABOUR:** AGHA, FARAH, M PATEL, SOUTHWOOD

**CONSERVATIVE:** COLWILL, MAURICE

### **BRENT PENSION FUND SUB-COMMITTEE**

<b>CHOUHARY (C)</b>	<b>LABOUR</b>
<b>ADEN (VC)</b>	<b>LABOUR</b>
<b>GBAJUMO</b>	<b>LABOUR</b>
<b>LO</b>	<b>LABOUR</b>
<b>MAURICE</b>	<b>CONSERVATIVE</b>
<b>PERRIN</b>	<b>LABOUR</b>
<b>SHAHZAD</b>	<b>LABOUR</b>

#### **CO-OPTED NON-VOTING:**

<b>FRANCESCA HAMMOND</b>	(UNISON)
<b>STEPHEN HOLLEY</b>	(UNITED COLLEGES GROUP)

#### **SUBSTITUTE MEMBERS:**

**LABOUR:** CHOUDRY, KABIR, MCLEISH, NAHEERATHAN  
**CONSERVATIVE:** COLWILL, KANSAGRA

**BRENT PENSION BOARD**

**FULL MEMBERS:**

**DAVID EWART (C)  
CRANE  
PERRIN**

**INDEPENDENT CHAIR  
LABOUR  
LABOUR**

**TREVOR DAWSON  
BOLA GEORGE  
EUTON STEWART  
SEBASTIAN STEER**

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

**SUBSTITUTE MEMBERS:**

**LABOUR:** ADEN, CHOUDHARY

**GENERAL NOTE**

Please note the expiry date for the appointment of certain Independent Co-opted Members is automatically extended until the Annual Council Meeting in 2019, as per standing order 50.

**9. Any other urgent business**

None.

The meeting closed at 5.09 pm

COUNCILLOR MUHAMMED BUTT  
Chair





**General Purposes Committee**  
17 July 2018

**Report from the Director of Legal and HR Services**

**Review of Representation of Political Groups and Appointments**

<b>Wards Affected:</b>	All
<b>Key or Non-Key Decision:</b>	Non-key
<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>	None
<b>Background Papers:</b>	None
<b>Contact Officer(s):</b> (Name, Title, Contact Details)	James Kinsella Governance Manager Email: <a href="mailto:james.kinsella@brent.gov.uk">james.kinsella@brent.gov.uk</a> Tel: 020 8937 2063

## 1.0 Summary

- 1.1 At its meeting on 9 July 2018 Full Council is due to undertake a further review and determine the representation of political groups on its main committees as a result of the Council membership and political balance having changed following the countermanded election in Willesden Green on 21 June 2018.
- 1.2 As soon as practicable after such a review, this Committee is then required to review and determine the representation of political groups on its Sub-committees and then make appointments giving effect to the wishes of the political groups allocated seats.

## 2.0 Recommendations

That the Committee:

- 2.1 Note the size of each sub-committee to be appointed by the Committee;
- 2.2 Confirm the allocation of seats to political groups on each of the sub-committees in accordance with political balance rules; and

2.3 Appoints, where required Chairs and Vice-Chairs, Members and Substitutes to each Sub-Committee.

### **3.0 Detail**

3.1 At its meeting on 9 July 2018 Full Council will be required to undertake a further review and determine the representation of political groups on its main committees and subsequently make appointments in accordance with the wishes of the political groups concerned, as a result of the outcome of the countermanded election in Willesden Green held on 21 June 2018.

3.2 Whilst an annual review was undertaken at the Annual Council meeting on 14 May and subsequently by the General Purposes Committee on 21 May 2018, this review was based on a Council membership of 60 rather than 63 members given that it was undertaken in advance of the countermanded election held in June.

3.3 As this Committee has three Sub-committees, it also has a statutory duty to review and determine the representation of political groups on its Sub-committees as soon as practicable after any review by Full Council. The Committee then has a duty to make appointments to the Sub-committees giving effect to the wishes of the political group allocated seats.

3.4 The allocation of seats is determined by applying the political balance principles prescribed by the Local Government and Housing Act 1989 and supplemented by the Local Government (Committees and Political Groups) Regulations 1990. These principles are set out below and are designed to ensure that the political composition of committees and sub-committees, as far as reasonably practicable, replicate the political composition of Full Council.

3.5 The political balance principles are:

- (i) That not all the seats on the sub-committee are allocated to the same political group.
- (ii) That the majority of the seats on the sub-committee are allocated to a particular political group if the number of persons belonging to that group is a majority of the Council's membership.
- (iii) Subject to paragraphs (i) (and to (ii) above if it had been applicable) that the number of the seats on the sub-committee which are allocated to each political group bears the same proportion to the number of all the seats on that sub-committee as is borne by the number of members of that group to the membership of the Council.

3.6 In relation to the council's ordinary committees, there is an additional principle that (subject to the principles set out in paragraphs 3.5 (i) and (ii) above) the number of seats on the ordinary committees of the Council which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of the Council as is borne by the number of members

of that group to the membership of the Council. Members are asked to note that this principle specifically does not apply to ordinary sub-committees such as those of this committee.

3.7 As a result of the Willesden Green election, the composition of the Council now stands as follows:

60 Labour Group councillors (95.24%) and 3 Conservative Group councillors (4.76%).

3.8 The application of the principles listed above requires the distribution of the available seats amongst the political groups on sub-committees of the size set out in the Constitution and members are requested to make such a determination.

<b>Committee</b>	<b>Sub Committee</b>	<b>Size of Sub-Cttee</b>	<b>Labour 60 (95%)</b>	<b>Conservative 3 (5%)</b>
General Purposes	Pension Fund Sub-Committee <small>(excluding the two non voting co-opted members)</small>	7	6	1
	Senior Staff Appointments Sub-Committee	5	4	1
	Senior Staff Appeals Sub-Committee	5	4	1

3.9 It should be noted that despite the change in Council membership the proposed allocation of seats actually remains unchanged overall from the original review undertaken in May.

#### **4.0 Financial Implications**

4.1 There are none arising directly from this report.

#### **5.0 Legal Implications**

5.1 These are addressed in the body of the report.

#### **6.0 Diversity Implications**

6.1 None.

**Report sign off:**

**DEBRA NORMAN**

Director of Legal and HR Services

**This page is intentionally left blank**