

**MINUTES OF THE GENERAL PURPOSES COMMITTEE (SPECIAL)**  
**Monday, 11<sup>th</sup> August 2003 at 7.00 pm**

PRESENT: Councillor John (Chair), and Councillors Arnold (for Coughlin), R Blackman, R Colwill, Fox (for Lyon), Jones (for Kagan), D Long, H B Patel and R S Patel.

Apologies for absence were received from Councillors Coughlin, Kagan and Lyon.

**1. Declarations of Personal and Prejudicial Interests**

None declared.

**2. Deputations**

None.

**3. Polling District Review**

The Committee received a report concerning arrangements for polling districts and polling places in Brent East in preparation for the parliamentary by-election in that constituency.

Because this report had not been made publicly available five clear days before the meeting the Chair, in accordance with S100(B) of the Local Government Act 1972, certified as urgent, consideration of this report by reason of the following special circumstances;

Decisions on arrangements for polling districts were required in advance of the impending by election in Brent South constituency.

RESOLVED:-

- (i) that a new polling district EKG8 be created in Kensal Green ward to distinguish a small number of properties in Brent East constituency from the remainder of the existing polling district SKG5 which is in Brent South
- (ii) that the whole of Belton Road be included in polling district EWG2 of Willesden Green ward;
- (iii) that the existing boundary for polling district EWG be retained;
- (iv) that the list (*appendix 3 to the report*) of polling places for each polling district in Brent East constituency be approved;
- (v) that in the event of any unforeseen changes between now and the forthcoming by-election in Brent East, authority be delegated

to the Democratic Services Manager to designate polling places in consultation with the Leaders of the three political groups.

**4. Exclusion of Press and Public**

RESOLVED:-

that the press and public be excluded from the meeting during consideration of the following items because they contain exempt information as specified in Schedule 12A of the Local Government Act 1972, namely:-

“Any terms proposed or to be proposed by or to the Authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.”

**5. Approval of the Award of Contract for Pensions Administration Services**

Members considered a report requesting authority to award a contract as required by Contract Standing Order No 89. The report summarised the process undertaken in tendering this contract following the completion of the evaluation of the tenders.

Because this report had not been made publicly available five clear days before the meeting the Chair, in accordance with S100(B) of the Local Government Act 1972, certified as urgent, consideration of this report by reason of the following special circumstances;

If LPFA was not chosen, the new contractor would have had to put in place a transitional programme once contractual arrangements had been resolved. If a decision had been any further delayed there was a risk that the transitional programme would not have been completed before the expiry of the existing contract causing the Council additional costs to cover pension payments and other tasks for an interim period.

The Director of Finance explained that this report would also be submitted to the Executive.

RESOLVED:-

- (i) that, subject to paragraph (ii) below, approval be given to award the contract for Pension Administration Services, to the London Pension Fund Authority (LPFA);
- (ii) that the Director of Finance be authorised to finalise the contract subject to advice from the Borough Solicitor

**6. Award of Contract for Payroll and IT Support Services**

Members considered a report requesting authority to award the Payroll and IT Support Services contract as required by Contract Standing Order No 89. The report summarised the process undertaken in tendering this service contract following the completion of the evaluation of the tenders.

The Director of Finance explained that a report very similar to this would be submitted to the Executive but that there was a significant alteration in the recommendation regarding the commencement date, and a change in the legal implications to include reference to Standing Order 104 in paragraph 6.4.

RESOLVED:-

- (i) that the contract for Payroll and IT Support Services be award to ITNet UK Limited commencing on the date of signature of the Agreement by both parties;
- (iii) that the Director of Finance be authorised to finalise the contract, subject to advice from the Borough Solicitor.

**7. Appointment to Outside Bodies/Sub-Committee Membership Changes**

None.

**8. Any Other Urgent Business**

None.

The meeting ended at 7.13 pm

A JOHN  
Chair

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