

General Purposes Committee

Wednesday 4 September 2013 at 7.00 pm

Board Room 1&2 - Brent Civic Centre, Engineers Way,
Wembley HA9 0FJ

Membership:

Members

Councillors:

Butt (Chair)
R Moher (Vice-Chair)
Brown
Hirani
Hopkins
Kansagra
Lorber
Mashari
J Moher
Pavey

first alternates

Councillors:

A Choudry
Jones
Beck
Van Kalwala
Sneddon
Colwill
Hunter
Al-Ebadi
Chohan
Arnold

second alternates

Councillors:

Krupa Sheth
Kabir
Matthews
Aden
Green
BM Patel
Leaman
Naheerathan
S Choudhary
Mrs Bacchus

For further information contact: Joe Kwateng, Democratic Services Officer
020 8937 1354, joe.kwateng@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:

www.brent.gov.uk/committees

The press and public are welcome to attend this meeting

Agenda

Introductions, if appropriate.

Apologies for absence and clarification of alternate members

| Item | Page |
|------------------------------------------------------------------------------------------------------------------------------------|--------|
| 1 Declarations of personal and prejudicial interests | |
| 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 - 6 |
| 3 Matters arising | |
| 4 Deputations (if any) | |
| 5 JNC Conditions of Service | 7 - 10 |

The Council has recently undertaken a review of the JNC Conditions of Service for Chief Officers. This report proposes that the Council determines those senior management posts which fall within the JNC definition for a chief officer and employs these staff on JNC terms and conditions. All other senior managers on Hay grades would be employed on NJC for Local Government Services terms and conditions. The report also asks members to consider some changes to the JNC for Chief Officer terms and conditions which will bring them more into line with all other staff terms and conditions.

Wards Affected:

All Wards

Contact Officer: Cara Davani,
Director, HR

Tel: 020 8937 1909

cara.davani@brent.gov.uk

| | |
|-----------------------------------------------|---------|
| 6 Managing change policy and procedure | 11 - 40 |
|-----------------------------------------------|---------|

This report provides details of the proposed new Managing Change Policy and Procedure which will replace the current Managing Change Policy and Procedure.

The draft managing change policy and procedure is attached an appendix to this report.

Wards Affected:

All Wards

Contact Officer: Cara Davani,
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7 Attendance policy and procedures

41 - 60

This report provides details of the proposed new Attendance Policy and Procedure which will replace the current Attendance Management Policy and Procedure.

The draft attendance policy and procedures is attached as an appendix to the report.

Wards Affected:

All Wards

Contact Officer: Cara Davani,
Director, HR

Tel: 020 8937 1909

cara.davani@brent.gov.uk

8 Appointments to Sub-Committees / Outside Bodies

9 Any other urgent business

Notice of items to be raised under this heading must be given in writing to the Democratic Services Manager or his representative before the meeting in accordance with Standing Order 64.



Please remember to **SWITCH OFF** your mobile phone during the meeting.

- The meeting room is accessible by lift and seats will be provided for members of the public.