

General Purposes Committee

Monday 6 December 2021 at 9.30 am

Conference Hall - Brent Civic Centre, Engineers Way,
Wembley, HA9 0FJ

Please note that this meeting will be held as a socially distanced physical meeting with all members of the Committee therefore required to attend in person.

Guidance on the safe delivery of face-to-face meetings is included at the end of the agenda front sheet.

Due to current restrictions and limits on the socially distanced venue capacity, any members of the press and public wishing to attend this meeting are encouraged to do so via the live webcast. The link to attend the meeting is available [HERE](#)

Membership:

Members

Councillors:

M Butt (Chair)
McLennan (Vice-Chair)
Colwill
Farah
Nerva
M Patel
Krupa Sheth
Tatler

Substitute Members

Councillors:

Afzal, S Choudhary, Dixon, Kabir, Knight, Southwood
and Stephens

Councillors:

Kansagra and Maurice

For further information contact: Natalie Connor, Governance Officer
Tel: 020 8937 1506/ Email: natalie.connor@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

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**

1 Apologies for absence and clarification of alternate members

2 Declarations of interests

Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in the items on this agenda and to specify the item(s) to which they relate.

3 Deputations (if any)

To hear any deputations received from members of the public in accordance with Standing Order 67.

4 Minutes of the previous meeting 1 - 6

To approve the minutes of the previous meeting held on Monday 8 November 2021 as a correct record.

5 Matters arising (if any)

To consider any matters arising from the minutes of the previous meeting.

6 Calculation of Council Tax Base 2022/23 7 - 12

This report is presented to enable the Council to fulfil its statutory role to set a council tax base for 2022/23. The Local Government Finance Act (LGFA) 1992, as amended by the LGFA 2003 & LGFA 2012, requires the Authority to formally calculate the Council Tax Base for 2022/23 and pass this information to precepting authorities by 31 January 2022. The tax base must be set between 1 December 2021 and 31 January 2022.

Ward Affected:
All wards

Contact Officer: Minesh Patel, Director of Finance

7 Severance Approval

13 - 18

This report seeks approval to make a severance payment to an officer whose post has become redundant as a result of a restructure within the Customer and Digital Service Directorate. Where the redundancy and severance payment, when added to the pension strain costs that the council must bear as part of the Pension scheme rules, amounts to over £100,000 the General Purposes Committee is required to approve the payment.

Ward Affected:
All wards

Contact Officer: Debra Norman
Director of Legal, HR, Audit and Investigations.
Tel: 020 8937 1578
Email: Debra.Norman@brent.gov.uk

8 Appointments to Sub-Committees / Outside Bodies

To consider any appointments needing to be made in relation to the Sub Committees appointed by the General Purposes Committee.

9 Exclusion of Press and Public

The following item is not for publication as it relates relate to the category of exempt information set out below, as specified under Part 1, Schedule 12 A of the Local Government Act 1972.

Agenda Item 7: Severance Approval – Appendix 1 (severance payment costs). This has been classified as exempt under Para 1 of Schedule 12A, namely: “Information relating to any individual.”

10 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 her representative before the meeting in accordance with Standing Order 60.

Date of next meeting: 9:30am on Monday 7 March 2022

Guidance on the delivery of safe meetings at The Drum, Brent Civic Centre

- We have revised the capacities and floor plans for event spaces to ensure they are Covid-19 compliant and meet the current social distancing guidelines.
- Attendees will need to maintain the necessary social distancing at all times.
- Signage and reminders, including floor markers for social distancing and one-way flow systems are present throughout The Drum and need to be followed.
- Please note the Civic Centre visitor lifts will have reduced capacity to help with social distancing.
- The use of face coverings is encouraged with hand sanitiser dispensers located at the main entrance to The Drum and within each meeting room.
- Those attending meetings are asked to scan the coronavirus NHS QR code for The Drum upon entry. Posters of the QR code are located in front of the main Drum entrance and outside each boardroom.
- Although not required, should anyone attending wish to do book a lateral flow test in advance these are also available at the Civic Centre and can be booked via the following link: <https://www.brent.gov.uk/your-community/coronavirus/covid-19-testing/if-you-dont-have-symptoms/>