

**MINUTES OF THE GENERAL PURPOSES COMMITTEE  
MONDAY, 18 DECEMBER 2006**

Councillors \*Griffith (Chair), \*Adje (Vice Chair), \*Beynon, Bloch, \*Dobbie, C. Harris and \*Whyte

\*Indicates Members present

<b>MINUTE NO.</b>	<b>SUBJECT/DECISION</b>
<b>GPCO41.</b>	<b>APOLOGIES FOR ABSENCE (IF ANY)</b>  Apologies were received from Councillor C Harris.  <b>NOTED</b>
<b>GPCO42.</b>	<b>URGENT BUSINESS</b>  The Clerk advised that Item 14 had been TABLED and reasons for urgency would be given as to why the item was late for consideration.  <b>NOTED</b>
<b>GPCO43.</b>	<b>DECLARATIONS OF INTEREST</b>  There were no declaratrions of interests.  <b>NOTED</b>
<b>GPCO44.</b>	<b>DEPUTATIONS/PETITIONS</b>  There were no deputations or petitions.  <b>NOTED</b>
<b>GPCO45.</b>	<b>MINUTES</b>  <b>RESOLVED</b>  That the minutes of the meetings of the Committee held on (i) 22 October 2006, (ii) 2 November 2006 (Special) (at 18:00HRS) and (iii) 2 November 2006 (Special) (at 18:20HRS) be agreed as an accurate record of the proceedings and the Chair be authorised to sign them on behalf of the Committee.
<b>GPCO46.</b>	<b>MINUTES OF SUB-BODIES</b>  <b>RESOLVED</b>  That the minutes of the following Sub-bodies of the General Purposes Committee be noted:

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**i. Council & Employees Joint Consultative Committee**

4 September 2006  
6 November 2006 (special)

**ii. Pensions Panel**

5 October 2006

**iii. Planning Applications Sub-Committee**

12 October 2006  
30 October 2006

**GPCO47. REVIEW OF CONTRACT STANDING ORDERS**

The Committee received a brief introduction from the Head of Procurement – Mr Wood in respect of proposed amendments to Contract Standing Orders (CSOs). This report had been received and approved in principle by the Procurement Committee at its meeting on 7 December. Mr Wood advised that the changes were needed to secure compliance with European and UK legislation. They would also help to promote voluntary collaboration between local authorities in their efforts to achieve cost savings in procurement.

Mr Wood advised of the full text changes are set out in Appendix 1 to the report and a more convenient comparison between the existing CSOs and the proposals was TABLED as Appendix 2.

Mr Wood advised that in respect of the circulated report he was withdrawing the proposal that the contract value, where it was appropriate to require the sealing of a contract, should be increased from £150,000 to £250,000. He advised that it would be appropriate to bring the revised CSOs into force with the new central procurement register on 5 February 2007. Mr Wood further advised that the EU Consolidated Procurement Directive had been transposed into UK law by the Public Contracts Regulations 2006 which replaced all the Regulations previously referred to in CSO 8.01. Mr Wood also commented that to ensure compliance with the European Court of Justice decision in “Alcatel”, which required a standstill period between notifying unsuccessful tenders and contract award, a 10 day period is to be inserted into CSO 8.02. In accordance with the 2006 Regulations, a new procurement procedure known as competitive dialogue is to be included in CSO 8.03(d) and provision is made for electronic tendering and auctions in CSOs 9.06 to 9.09.

In response to points of clarification by Members Mr Wood advised that the Committee were asked to approve improvements to streamline contract management. In some cases the urgency of works requires the use of “Letters of Intent” which were now to be permitted subject to value limits of 10% of contract value for works and services and £50,000 for supply of goods as proposed in CSO 12.02. CSO 12.09 will make it the responsibility of the Director of Corporate Resources to decide whether a bond was needed for a works contract or whether a parent company guarantee either is needed in respect of contracts with

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subsidiary companies. The Committee were also asked to note that certain requirements would be strengthened. CSO 12.04(d) provided for compliance with the Council's insurance requirements for all contract values and CSO 12.04(e) required compliance with the Council's equalities policies. A new CSO 12.11 was proposed to ensure that the Council could meet its duties to secure CRB checks where services involve children or vulnerable adults.

In response to further points of clarification Mr Wood also reported that the report recommended changes to clarify certain procedures or improve their logic. A new CSO 6.02 would ensure that Contract Standing Orders applied to procurements funded by ring fenced income streams such as grants received by the Council. The wording of CSO 6.9 on Framework and Consortia Arrangements had been clarified. CSOs 11.02 and 11.03 have been amended to reflect the powers of Directors to novate and assign contracts. CSO 11.01(b) would now include "whole life costing methodologies" when assessing the most economically advantageous tender. The Committee were further invited to approve two new procedures. CSO 15 set out a proper procedure for the disposal of Council assets other than land which were surplus to requirements, damaged or obsolete. It was considered that the proposals should be amended to require the approval of The Executive to disposals valued at £150,000; rather than £250,000. In response to further clarification and requests from Councillor Adje in respect of the construction contracts awarded dating back to May 2002, the length of those contracts and a list of the companies Mr Wood undertook to supply Councillor Adje of details of the contracts awarded.

The Chair then summarised and Councillor Adje concurred that in respect proposed changes to contract standing order 15.05 the amount of £250k should be set at £150k.

**RESOLVED**

That the proposed amendments to Contract Standing Orders as detailed in the TABLED Appendix 2 be agreed and forwarded to Full Council for adoption subject to the following amendments as proposed by this Committee:

contract standing order 15.05 - the amount of £250k to be set at £150k  
deletion of para 12.36 of the report in relation to delegated authority and no action to be taken in respect of this proposed amendment.

**GPCO48. APPROVAL FOR NEW FINANCIAL REGULATIONS FOR SCHOOLS**

The Committee received a brief introduction of the circulated report by the Acting Head of Corporate Finance – Mr Bartle – in which he advised of the necessity for the regulation of Haringey's schools financial management, and the recent legislative and process changes that needed to be reflected within updated financial regulations. In response to questions from Councillor Adje with regard to the involvement of Schools Forums and Governing Bodies in respect of the proposed regulation changes Mr Bartle advised that a Governor had sat on the working party and indeed the regulatory changes had been discussed through Governor Forums.

There being no further questions the Chair summarised and it was:-

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	<p><b>RESOLVED</b></p> <p>That the new Financial Regulations for Schools for implementation from 1 April 2007 be noted, and approved.</p>
<b>GPCO49.</b>	<p><b>INTRODUCTION OF A NEW CHILDCARE VOUCHER SCHEME</b></p> <p>The Committee received a brief introduction of the report from the Head of Personnel's representative – Ms Gafney in which she advised the Committee of the benefits of having a childcare voucher scheme. The report was previously considered by the Committee on 23 October 2006 where it was agreed that more information was required in respect of the operation of the scheme in other boroughs/organisations, clarification on the use of registered childminders, and safeguards over fraud. Ms Gafney advised that these issues had been addressed at Sections 10 and 11 of the report and Ms Gafney briefly outlined these.</p> <p>In response to questions from Councillor Dobbie Ms Gafney undertook to supply him with details of the political make up of the Local Authorities that had been consulted.</p> <p>Following discussions in relation to the proposed implementation of the scheme the Chair summarised and it was:</p> <p><b>RESOLVED</b></p> <ul style="list-style-type: none"><li>i. that approval be given to the introduction of a childcare voucher scheme to eligible employees;</li><li>ii. that the scheme be administered by an external childcare provider;</li><li>iii. that authority be delegated to the Head of Personnel to decide on the childcare voucher provider;</li><li>iv. that the Childcare Voucher functionality on SAP be configured;</li><li>v. that Employees should be subject to a fixed period contract where they agree to purchase vouchers over the set period; and</li><li>vi. that in respect of the proposed implementation as outlined in (i)-(v) above, officers be requested to report any difficulties with implementation to the march meeting of general Purposes Committee.</li></ul>
<b>GPCO50.</b>	<p><b>REVISION OF THE STATEMENT OF LICENSING POLICY</b></p> <p>The Council's Head of Legal Service's representative – Mr Mitchison advised of proposed amendments to the Council's Statement of Licensing Policy. This was a statutory policy under the Licensing Act 2003 which could only be formally adopted or revised by full Council. It was not part of the Council's Constitution. Concerns had been expressed about the relationship between licensing decisions and Town Planning controls, especially where public houses, restaurants or night cafes applied for premises licences with hours outside those allowed by the planning permission. Mr Mitchison advised that Counsel's Opinion had been obtained which advised that the existing provision in paragraph 8.2 of the Statement of Licensing Policy was not sustainable. The paragraph stated that any application for licensing hours will not be considered if the hours applied for exceeded those permitted by Planning</p>

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	<p>controls. Counsel was very clear that the Licensing Committee and Sub-Committees cannot be tied in this way to Planning. Licensing bodies have a duty to reach their own conclusions about the hours and activities that are acceptable when determining contested cases. However, licensing bodies can give appropriate weight to related planning decisions when these are relevant to the licensing objectives.</p> <p>Mr Mitchison also drew the Committee's attention that applicants for premises licences would still be encouraged to obtain the necessary planning permission for their hours of opening. If they failed to do so they could be subject to Planning Enforcement action, if this was expedient. Counsel also advised that paragraph 8.1 of the Statement of Licensing Policy required amendment to reflect the fact that public houses and hot food take-aways are now in a separate Planning Use Class from restaurants and cafes. This was purely technical change to update the Policy. Mr Mitchison also advised that that statutory consultation of stakeholders had taken place but no representations had been received in relation to the proposed changes to the Statement of Licensing Policy. The Committee were also asked to note that a report on this matter had been received approved in principle by the Licensing Committee at its meeting on 31 October.</p> <p>There being no questions or points of clarification the Chair summarised and it was:-</p> <p><b>RESOLVED</b></p> <p>That the amendments to paragraphs 8.1 and 8.2 of the Council's Statement of Licensing Policy (as detailed also in appendix 2 of the report) be endorsed and referred to Full Council for adoption.</p>
<p><b>GPCO51.</b></p>	<p><b>NEW ITEMS OF URGENT BUSINESS</b></p> <p>Nil Items.</p>
<p><b>GPCO52.</b></p>	<p><b>EXCLUSION OF PRESS AND PUBLIC</b></p> <p><b>RESOLVED</b></p> <p><i>That the Public and press be excluded from the proceedings as the following item contains exempt information as defined in section 100A of the Local Government Act 1972 namely; Para 1 – Information relating to an individual.</i></p>
<p><b>GPCO53.</b></p>	<p><b>RESTRUCTURE OF ENFORCEMENT</b></p> <p>Exempt item.</p>
<p><b>GPCO54.</b></p>	<p><b>COUNCIL RESHAPING IMPLEMENTATION</b></p>

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	Exempt item.
<b>GPCO55.</b>	<b>MINUTES OF SUB-BODIES</b>  <b>RESOLVED</b>  That the minutes of the following Sub-bodies of the General Purposes Committee be noted:  <b>iv. Pensions Panel</b>  26 July 2006
<b>GPCO56.</b>	<b>MINUTES OF MEMBER LEVEL APPEALS</b>  <b>RESOLVED</b>  That the minutes of the Member Level Appeals be noted:  3 February 2006 10 March 2006 16 & 23 October 2006 6 November 2006 9 November 2006 17 November 2006
<b>GPCO57.</b>	<b>NEW ITEMS OF EXEMPT URGENT BUSINESS</b>  Nil Items

The meeting ended at 21:30HRS.

**Councillor EDDIE GRIFFITH**  
**Chair**